



OFFICE OF THE CITY CLERK

BIANCA L. TIRADO, CITY CLERK

MEMORANDUM

TO: MEMBERS OF THE COMMON COUNCIL
FROM: BIANCA L. TIRADO, CITY CLERK
DATE: THURSDAY, OCTOBER 23, 2025
SUBJECT: COMMITTEE MEETING NOTICE

The following Common Council Committee Meetings have been scheduled for **Monday, October 27, 2025:**

Council Chambers
4th Floor County-City Building
227 W. Jefferson Blvd.
South Bend, IN 46601

The Council Chambers will be Open to the Public. Members of the Public may Attend this Meeting Virtually via Microsoft Teams Meeting app here: <https://tinyurl.com/102725CC>

4:30 P.M. **PERSONNEL & FINANCE** **CHAIRPERSON, NIEZGODSKI**
1. [Bill No. 68-25](#) - 2026 Police Salary Ordinance (*Substitute*)

4:40 P.M. **COMMUNITY INVESTMENT** **CHAIRPERSON, WARNER**
1. [Bill No. 25-42](#) - Modifying and Reconfirming Resolution - Personal Property Tax Abatement for Verbio North America LLC at 3201 West Calvert Street
2. [Bill No. 25-43](#) - Modifying and Reconfirming Resolution - Real Property Tax Abatement for Verbio North America LLC at 3201 West Calvert Street
3. [Bill No. 25-45](#) - Designating Resolution - Real Property Tax Abatement for Michigan Motorsports LLC at 3315 William Richardson Court

5:00 P.M. **ZONING & ANNEXATION** **CHAIRPERSON, DR. DAVIS**
1. [Bill No. 47-25](#) - Special Exception and Amending the Zoning Ordinance for Property Located at 431 Dundee Street
2. [Bill No. 69-25](#) - Amending the Zoning Ordinance for Property Located at 1011 Howard Street

Council President Canneth Lee has called an **Informal Meeting** of the Council which will commence immediately after the adjournment of the Zoning & Annexation Committee Meeting.

INTEGRITY | SERVICE | ACCESSIBILITY

Jasmine Jackson
CHIEF DEPUTY CITY CLERK / CHIEF OF STAFF

Matthew Neal
DEPUTY CITY CLERK / DIRECTOR OF POLICY

Margaret Gotsch
DIRECTOR OF SPECIAL PROJECTS

EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

300 City Hall | 215 S. Martin Luther King, Jr. Blvd. | South Bend, Indiana 46601 | p. 574.235.9221 | f. 574.235.9173 | www.southbendin.gov



INFORMAL MEETING OF THE COMMON COUNCIL

PRESIDENT, C. LEE

1. Discussion of Council Agenda
2. Update and Announcements
3. Adjournment

cc: Mayor James Mueller
Committee Meeting List
Media

NOTICE FOR HEARING AND SIGHT IMPAIRED PERSONS
Auxiliary Aid or Other Services may be Available upon Request at No Charge.
Please give Reasonable Advance Request when Possible



SOUTH BEND COMMON COUNCIL

MEETING AGENDA

Monday, October 27, 2025

7:00 P.M.

The South Bend Common Council meeting will be open to the public at the Council Chambers on the 4th floor of the County-City Building, 227 W. Jefferson Blvd., South Bend, IN 46601

or available by way of a virtual meeting using the Microsoft Teams Meeting App. Public access to the meeting can be granted by this Microsoft Teams Link:

<https://tinyurl.com/SBCC102725>

1. **INVOCATION**

FR. FELIPE CAMPOS | ST. ADALBERT PARISH

2. **PLEDGE TO THE FLAG**

3. **ROLL CALL**

4. **REPORT FROM THE SUB-COMMITTEE ON MINUTES**

OCTOBER 13, 2025

5. **SPECIAL BUSINESS**

6. **REPORTS FROM CITY OFFICES**

7. **COMMITTEE OF THE WHOLE**

TIME: _____

BILL NO.

[47-25](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE AND SEEKING A SPECIAL EXCEPTION USE FOR PROPERTY LOCATED 431 DUNDEE ST, COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA

[57-25](#) A READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROPRIATING, ADOPTING AND APPROVING THE SOUTH BEND PUBLIC TRANSPORTATION

CORPORATION'S 2026 BUDGET AND LEVYING THE TAX AND FIXING THE RATE OF THE TAXATION FOR THE PURPOSE OF RAISING REVENUE TO FUND THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026 (COUNCIL ACTION ONLY)

[68-25](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN MEMBERS OF THE SOUTH BEND POLICE DEPARTMENT FOR CALENDAR YEAR 2026 (SUBSTITUTE)

[69-25](#) PUBLIC HEARING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED 1011 HOWARD STREET COUNCILMANIC DISTRICT NO. 4 IN THE CITY OF SOUTH BEND, INDIANA

8. **BILLS ON THIRD READING**
BILL NO.

TIME: _____

[47-25](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE AND SEEKING A SPECIAL EXCEPTION USE FOR PROPERTY LOCATED 431 DUNDEE ST, COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA

[57-25](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROPRIATING, ADOPTING AND APPROVING THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION'S 2026 BUDGET AND LEVYING THE TAX AND FIXING THE RATE OF THE TAXATION FOR THE PURPOSE OF RAISING REVENUE TO FUND THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026

[68-25](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN MEMBERS OF THE SOUTH BEND POLICE DEPARTMENT FOR CALENDAR YEAR 2026 (SUBSTITUTE)

[69-25](#) THIRD READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED 1011 HOWARD STREET COUNCILMANIC DISTRICT NO. 4 IN THE CITY OF SOUTH BEND, INDIANA

9. **RESOLUTIONS**

[25-42](#) A RESOLUTION MODIFYING AND RECONFIRMING THE ADOPTION OF DECLARATORY RESOLUTION NO. 5018-23 DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 3201 WEST CALVERT STREET, SOUTH BEND, INDIANA 46613 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A FIVE-YEAR (5) PERSONAL PROPERTY TAX ABATEMENT FOR VERBIO NORTH AMERICA LLC

[25-43](#) A RESOLUTION MODIFYING AND RECONFIRMING THE ADOPTION OF DECLARATORY RESOLUTION NO. 5019-23 DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 3201 WEST CALVERT STREET, SOUTH BEND, INDIANA 46613 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF AN EIGHT-YEAR (8) REAL PROPERTY TAX ABATEMENT FOR VERBIO NORTH AMERICA LLC

[25-45](#) A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND DESIGNATING CERTAIN AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS 3315 WILLIAM RICHARDSON COURT, SOUTH BEND, INDIANA 46628 AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A SEVEN-YEAR (7) REAL PROPERTY TAX ABATEMENT FOR MICHIGAN MOTORSPORTS LLC

10. **BILLS ON FIRST READING**

BILL NO.

[70-25](#) FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 1417 WEST INDIANA AVENUE COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA

[71-25](#) FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 1409 WEST INDIANA AVENUE COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA

[72-25](#) FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING APPEALS FOR THE PROPERTY LOCATED AT 1101 ELLIOTT STREET COUNCILMANIC DISTRICT NO. 2 IN THE CITY OF SOUTH BEND, INDIANA

[73-25](#) FIRST READING ON AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED 725 WEST LASALLE AVENUE COUNCILMANIC DISTRICT NO. 1 IN THE CITY OF SOUTH BEND, INDIANA

11. UNFINISHED BUSINESS

12. NEW BUSINESS

13. PRIVILEGE OF THE FLOOR

14. ADJOURNMENT

TIME: _____

Notice for Hearing and Sight Impaired Persons
Auxiliary Aid Or Other Services Are Available Upon Request At No Charge.
Please Give Reasonable Advance Request When Possible.

In the interest of providing greater public access and to promote greater transparency, the South Bend Common Council agenda has been translated into Spanish. All agendas are available online from the Council's website, and also in paper format in the Office of the City Clerk, 4th Floor County-City Building. Reasonable efforts have been taken to provide an accurate translation of the text of the agenda, however, the officiate is the English version. Any discrepancies which may be created in the translation are not binding. Such translations do not create any right or benefit, substantive or procedural, enforceable at law or equity by a party against the Common Council or the City of South Bend, Indiana.



2025 COMMON COUNCIL STANDING COMMITTEES (Rev. 06-18-2025)

COMMUNITY INVESTMENT COMMITTEE

Oversees the various activities of the Department of Community Investment. This Committee reviews all real and personal tax abatement requests and works closely with the Business Development Team.

Troy Warner, Chairperson
Karen L. White, Vice-Chairperson
Ophelia Gooden-Rodgers, Member

Sherry Bolden-Simpson, Member
Thomas Gryp, *Citizen Member*
Kaine Kanczuzewski, *Citizen Member*

COMMUNITY RELATIONS COMMITTEE

Oversees the various activities of the Engagement and Economic Empowerment, Neighborhood Development, and Community Resources Teams within the City's Department of CI and is charged with facilitating partnerships and ongoing communications with other public and private entities operating within the City.

Ophelia Gooden-Rodgers, Chairperson
Karen L. White, Vice-Chairperson
Alice Marie Pickens, *Citizen Member*

Sheila Niezgodski, Member
Sherry Bolden-Simpson, Member
Citizen Member

COUNCIL RULES COMMITTEE

Oversees the regulations governing the overall operation of the Common Council, as well as all matters of public trust. Its duties are set forth in detail in Section 2-10.1 of the *South Bend Municipal Code*.

Canneth Lee, Member
Rachel Tomas Morgan, Member

Troy Warner, Member

HEALTH AND PUBLIC SAFETY COMMITTEE

Oversees the various activities performed by the Fire and Police Departments, EMS, Department of Code Enforcement, ordinance violations, and related health and public safety matters.

Rachel Tomas Morgan, Chairperson
Troy Warner, Vice-Chairperson
Sheila Niezgodski, Member
Citizen Member

Sharon McBride, Member
Dr. Oliver Davis, Member
Savino Rivera Jr., *Citizen Member*

INFORMATION AND TECHNOLOGY COMMITTEE- Innovation

Oversees the various activities of the City's Department of Innovation, which includes the Divisions of Information Technology and 311 so that the City of South Bend remains competitive and on the cutting edge of developments in this area. Reviewing and proposing upgrades to computer systems and web sites, developing availability and access to GIS data and related technologies are just some of its many activities.

Rachel Tomas Morgan, Chairperson
Sherry Bolden-Simpson, Vice-Chairperson
Citizen Member

Sharon McBride, Member
Dr. Oliver Davis, Member
Citizen Member

PARC COMMITTEE- Venues, Parks, and Arts (Parks, Recreation, Cultural Arts & Entertainment)

Oversees the various activities of the Century Center, College Football Hall of Fame, Four Winds Stadium, Morris Performing Arts Center, Studebaker National Museum, South Bend Regional Museum of Art, Potawatomi Zoo, My SB Trails, DTSB relations, and the many recreational and leisure activities offered by the Department of Venues Parks and Arts.



Sharon L. McBride, Chairperson
Karen L. White, Vice- Chairperson
Citizen Member

Ophelia Gooden-Rogers, Member
Troy Warner, Member
Citizen Member

PERSONNEL AND FINANCE COMMITTEE

Oversees the activities performed by the Department of Administration and Finance, and reviews all proposed salaries, budgets, appropriations, and other fiscal matters, as well as personnel policies, health benefits and related matters.

Sheila Niezgodski, Chairperson
Karen L. White, Vice-Chairperson
Citizen Member

Dr. Oliver Davis, Member
Rachel Tomas Morgan, Member
Citizen Member

PUBLIC WORKS AND PROPERTY VACATION COMMITTEE

Oversees the various activities performed by the Building Department, the Department of Public Works and related public works and property vacation issues.

Sheila Niezgodski, Chairperson
Ophelia Gooden-Rodgers, Vice-Chairperson
Carl Littrell, *Citizen Member*

Dr. Oliver Davis, Member
Troy Warner, Member
Citizen Member

RESIDENTIAL NEIGHBORHOODS COMMITTEE

Oversees the various activities and issues related to neighborhood development and enhancement.

Karen L. White, Chairperson
Sheila Niezgodski, Vice-Chairperson
Gabriel Murei, *Citizen Member*

Ophelia Gooden-Rodgers, Member
Sharon McBride, Member
Citizen Member

UTILITIES COMMITTEE

Oversees the activities of all enterprise entities including but not limited to the Bureau of Waterworks, Bureau of Sewers, and all related matters.

Sherry Bolden-Simpson, Chairperson
Dr. Oliver Davis, Vice-Chairperson
Firdia Johnson, *Citizen Member*

Sheila Niezgodski, Member
Ophelia Gooden-Rodgers, Member
Joseph Mayer, *Citizen Member*

ZONING AND ANNEXATION COMMITTEE

Oversees the activities related to the Board of Zoning Appeals, recommendations from the Area Plan Commission and the Historic Preservation Commission, as well as all related matters addressing annexation and zoning.

Dr. Oliver Davis, Chairperson
Rachel Tomas Morgan, Vice-Chairperson
Henry Davis Jr., *Citizen Member*

Troy Warner, Member
Karen L. White, Member
Stacey Odom, *Citizen Member*

SUB-COMMITTEE ON MINUTES

Reviews the minutes prepared by the Office of the City Clerk of the regular, special, and informal meetings of the Common Council and makes a recommendation on their approval/modification to the Council.

Troy Warner, Member

Sherry Bolden-Simpson, Member



2025 COMMON COUNCIL STANDING COMMITTEES (Rev.03-10-2025)

CANNETH LEE, 1ST District Council Member

President

Council Rules Committee, Member

OPHELIA GOODEN-RODGERS, 2ND District Council Member

Community Relations Committee, Chairperson

Public Works & Property Vacation Committee, Vice-Chairperson

Community Investment Committee, Member

PARC Committee, Member

Residential Neighborhoods Committee, Member

Utilities Committee, Member

SHARON L. MCBRIDE, 3RD District Council Member

PARC Committee, Chairperson

Residential Neighborhoods Committee, Member

Health & Public Safety Committee, Member

Information & Technology Committee, Member

TROY WARNER, 4TH District Council Member

Chairperson, Committee of the Whole

Community Investment Committee, Chairperson

Health and Public Safety, Vice-Chairperson

Council Rules Committee, Member

Public Works & Property Vacation, Member

PARC Committee, Member

Sub-Committee on the Minutes, Member

Zoning & Annexation Committee, Member

SHERRY BOLDEN-SIMPSON, 5TH District Council Member

Utilities Committee, Chairperson

Community Relations Committee, Member

Information & Technology, Vice-Chairperson

Community Investment Committee, Member

Sub-Committee on Minutes, Member

SHEILA NIEZGODSKI, 6TH District Council Member

Personnel & Finance Committee, Chairperson

Public Works & Property Vacation, Chairperson

Health & Public Safety Committee, Member

Residential Neighborhoods Committee, Vice-Chairperson

Community Relations Committee, Member

Utilities Committee, Member

DR. OLIVER DAVIS, AT LARGE Council Member

Zoning & Annexation Committee, Chairperson

Public Works & Property Vacation Committee, Member

Utilities Committee, Vice-Chairperson

Information & Technology Committee, Member

Personnel & Finance Committee, Member

Health & Public Safety Committee, Member

RACHEL TOMAS MORGAN, AT LARGE Council Member

Vice-President

Health & Public Safety Committee, Chairperson

Personnel & Finance Committee, Member

Information & Technology Committee, Chairperson

Zoning & Annexation Committee, Vice-Chairperson

Council Rules Committee, Member

KAREN L. WHITE, AT LARGE Council Member

Residential Neighborhoods Committee, Chairperson

Personnel & Finance Committee, Vice-Chairperson

Community Investment Committee, Vice-Chairperson

Zoning & Annexation Committee, Member

Community Relations Committee, Vice-Chairperson

PARC Committee, Vice-Chairperson



City of South Bend **PLAN COMMISSION**

County-City Building
227 W. Jefferson Blvd. 1400S
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

July 23, 2025

Honorable Committee Chair Davis
4th Floor, County-City Building
South Bend, IN 46601

RE: 431 Dundee St – PC#0265-25

Dear Committee Chair Davis:

Enclosed is an Ordinance for the proposed Zone Map Amendment and Special Exception at the above referenced location. Please include the attached Ordinance on the Council agenda for first reading at your July 28, 2025, Council meeting, and set it for public hearing at your August 25, 2025, Council meeting. The petition is tentatively scheduled for public hearing at the August 18, 2025, South Bend Plan Commission meeting. The recommendation of the South Bend Plan Commission will be forwarded to the Office of the City Clerk by noon on the day following the public hearing.

The petitioner provided the following to describe the proposed project:

Renovate a vacant structure to establish a fourplex multifamily residence. (See attached application for further details)

If you have any questions, please feel free to contact our office.

Sincerely,

Tim Staub
Zoning Specialist

CC: Bob Palmer

Filed in Clerk's Office

JUL 23 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 47-25

JUL 23 2025

ORDINANCE NO. _____

Bianca Tirado
City Clerk, South Bend, IN

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, AMENDING THE ZONING ORDINANCE AND SEEKING A SPECIAL
EXCEPTION USE FOR PROPERTY LOCATED 431 DUNDEE ST, COUNCILMANIC
DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

Renovating the existing structure to permit a 4 unit multifamily development.

Petitioners desire to rezone the property from U1 Urban Neighborhood 1 District to U2 Urban Neighborhood 2 and seeking a Special Exception Use for Dwelling, Multi-Unit.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. Ordinance No. 10689-19, which ordinance is commonly known as the Zoning Ordinance of the City of South Bend, Indiana, be and the same hereby amended in order that the zoning classification of the following described real estate in the City of South Bend, St. Joseph County, State of Indiana:

Lots 1501, 1502, 1503 And N 1/2 Vacated Alley
Summit Place 5th Add 02/03 Cons
W/18-4051-1885 & 1884 Per Owners Request

be and the same is hereby established as U2 Urban Neighborhood 2

SECTION II. That a Special Exception Use for Dwelling, Multi-Unit is hereby granted subject to a site development plan hereby attached and made a part of this Ordinance and which site plan contains and lists all conditions, if any, by the Advisory Plan Commission.

SECTION III. The Common Council of the City of South Bend, Indiana, hereby finds that:

1. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;
2. The proposed use will not injure or adversely affect the use of adjacent area of property values therein;
3. The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein;
4. The proposed use is compatible with the recommendations of the City of South Bend Comprehensive Plan;

SECTION IV. This ordinance is and shall be subject to commitments as provided by Chapter 21-12.07(f)(7) Commitments, if applicable.

SECTION V. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth Lee, Council President
South Bend Common Council

Attest:

Bianca Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the
City of South Bend, Indiana on the _____ day of _____, 2025, at _____
o'clock ____ m.

Bianca Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the _____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana

Petition for Rezoning or Combined Public Hearing

Property Information

Tax Key Number:

Address: 431 Dundee St. South Bend, Indiana 46619

Owner: Premier One Building Construction, LLC

Legal Description: Lots 1501, 1502, 1503 And N 1/2 Vacated Alley

Summit Place 5th Add 02/03 Cons W/18-4051-1885
& 1884 Per Owners Request

Project Summary ~~431 Dundee has gone through very minimal updates and has remained~~
See project summary on Special Exception page.

Requested Action

Application includes (check all that apply)

☒ Rezoning

Current District: U1 Urban Neighborhood 1

Additional Districts, if applicable

Proposed District U2 Urban Neighborhood 2

Additional Districts, if applicable

The Plan Commission and Council will consider the following in the review of a rezoning petition:

- (1) The comprehensive Plan;*
- (2) Current conditions and the character of the current structures and uses in each district;*
- (3) The most desirable use for which the land in each district is adapted;*
- (4) The conservation of property values throughout the jurisdiction; and*
- (5) Responsible development and growth.*

☐ Subdivision – *complete and attach subdivision application*

☒ Special Exception – *complete and attach Criteria for Decision Making*

Use requested: Dwelling, Multi-Unit

☐ Variance(s) - *List variances below, complete and attach Criteria for Decision Making*

Variance(s) requested:

Required Documents

- ☐ Completed Application (including Contact Information)
- ☐ Site Plan drawn to scale
- ☐ Filing Fee
- ☐ Additional documents as noted above

Filed in Clerk's Office

JUL 23 2025

Bianca Tirado
City Clerk, South Bend, IN

Contact information

Property owner(s) of the petition site:

Name: Premier One Building Construction, LLC
Address: 431 Dundee St.
South Bend, Indiana 46619

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person: Premier One Building Construction, LLC

Name: Stephen Borysiak

Address: _____

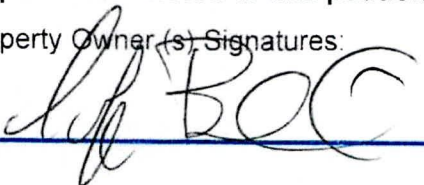
Phone Number: 574-400-3386

E-mail: Ricks99790@gmail.com

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner(s) Signatures:



City of South Bend
BOARD OF ZONING APPEALS

227 W. Jefferson - Suite 14005
South Bend, IN 46601
zoning@southbendin.gov

Petition for Variance - Special Exception

Property Information

Tax Key Number: _____
Address: 431 Dundee St. South Bend, Indiana 46619
Owner: Premier One Building Construction, LLC
Zoning: U1 Urban Neighborhood 1

Project Summary: 431 Dundee has gone through very minimal updates and has remained vacant & underutilized for just over 2 decades. I have recently purchased the property with the intention of completing a full scale, upscale renovation that will convert the existing vacant building to a fourplex multi family residence. The redevelopment will include new electrical systems, insulation, drywall, flooring, plumbing, HVAC, upscale kitchens, bathrooms, landscaping and more. A key feature will be the restoration of the currently sealed basement windows & the addition of adequate building exits, meeting or exceeding all safety & code requirements. Improvements will also include a tree buffer, & window coverage on at least 15% of the street facing elevation, as

Requested Action

required by
Code.

Use requested: Dwelling, 2 Units

☐ Variance(s) - List variances below, complete and attach Criteria for Decision Making

Variance(s) requested:

this revitalized

fourplex located just one block from an elementary school, will help address the need for quality housing in the area while removing a long standing vacant underutilized property from the area.

Required Documents

- ☐ Completed Application (including Criteria for Decision Making and Contact Information)
- ☐ Site Plan drawn to scale
- ☐ Filing Fee

Criteria for Decision Making

Special Exception - if applicable

A Special Exception may only be granted upon making a written determination, based upon the evidence presented at a public hearing. Please address how the project meets the following criteria.

- (1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare, because:

The project will enhance public safety & welfare by transforming a long vacant, previously condemned structure into safe, code-compliant housing. All renovations will meet local and state building codes, including the addition of fire-rated walls, proper exits, smoke & carbon monoxide detectors, & upgraded mechanicals. The property will be landscaped, secured, & maintained, contributing to the neighborhood's visual appeal and livability.

- (2) The proposed use will not injure or adversely affect the use of the adjacent area or property values therein, because:

This redevelopment will improve the aesthetics, functionality, & safety of the property, thus having a positive impact on surrounding property values.

By renovating a vacant, unused building with modernized housing for families, this project will complement & uplift an existing residential neighborhood, contributing to the stability & revitalization of the neighborhood & community.

- (3) The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein, because:

The surrounding area includes a mix of single-family & multi-family residential properties as well as multiple Commercial Buildings that house one to four multi-family apartments on the upper level of the commercial buildings along Western Ave. The proposed four-plex aligns with the residential character & need in the area.

- (4) The proposed use is compatible with the recommendations of the Comprehensive Plan, because:

The project supports the City's Comprehensive Plan by promoting development, reducing vacant unimproved buildings & homes & providing much needed housing for families. It aligns with strategic goals to enhance neighborhood vitality, increase housing availability & make better use of existing buildings, all while contributing to walkable, family-friendly development near schools & community amenities.

Contact Information

Property owner(s) of the petition site:

Name: Premier One Building Construction, LLC

Address: 431 Dundee St.
South Bend, Indiana 46619

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person: Premier one Building Construction, LLC

Name: Stephen Borysiak

Address: _____

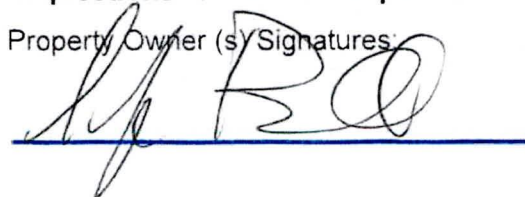
Phone Number: 574-400-3386

E-mail: Ricks99790@gmail.com

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures:



Project Summary:

The property at 431 Dundee Street, South Bend, Indiana 46619 has had very minimal updates and remained vacant and underutilized for over two decades. I have just purchased the property, with the intention of completing a full-scale renovation that will convert the existing vacant building into a fourplex multifamily residence. This redevelopment will include new electrical systems, insulation, drywall, flooring, plumbing, HVAC, brand new kitchens, bathrooms, landscaping, and more. A key feature will be the restoration of the currently sealed basement windows and the addition of adequate building exits, meeting or exceeding all safety code requirements. Improvements will also include a tree buffer, and window coverage on at least 15% of the street-facing elevation, as required by code. This revitalized fourplex, located just one block from an elementary school, will help address the need for quality housing in the area while replacing a long standing vacant and underutilized property with a completely renovated fourplex.

Question Responses:

1. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare because:

The project will enhance public safety and welfare by transforming a long-vacant, previously condemned structure into safe, code-compliant housing. All renovations will meet local and state building codes, including the addition of fire-rated walls, proper exits, smoke and carbon monoxide detectors, and upgraded mechanicals. The property will be landscaped, secured, and maintained, contributing to the neighborhood's visual appeal and livability.

2. The proposed use will not injure or adversely affect the use of the adjacent area or property values therein, because:

This redevelopment will improve the aesthetics, functionality, and safety of the property, thus having a positive impact on surrounding property values. By renovating a vacant, unused building with modernized housing for families, this project will complement and uplift the existing residential neighborhood, contributing to the stability and revitalization of the neighborhood & community.

3. The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein because:

The surrounding area includes a mix of single-family and multifamily residential properties, as well as multiple commercial buildings that house one to four multi-family apartments on the upper level of the commercial buildings in the area. The proposed fourplex aligns with the residential character & need in the area. The building will be updated to visually and functionally blend with nearby properties, while still offering diverse housing options within the community.

4. The proposed use is compatible with the recommendations of the Comprehensive Plan, because:

The project supports the City's Comprehensive Plan by promoting development, reducing vacant unimproved buildings and providing much-needed housing for families. It aligns with strategic goals to enhance neighborhood vitality, increase housing diversity and availability, and make better use of existing structures, all while preserving and contributing to walkable, family friendly development near schools and community amenities.



City of South Bend PLAN COMMISSION

County-City Building
227 W. Jefferson Blvd. 1400S
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

Filed in Clerk's Office

Wednesday, August 20, 2025

AUG 20 2025

South Bend Common Council
227 W. Jefferson Blvd., 4th Floor
South Bend, IN 46601

Bianca Tirado
City Clerk, South Bend, IN

Re: Bill#47-25 - A proposed ordinance of STEPHEN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2 and seeking a Special Exception Use to allow Dwelling, Multi-unit (21-06.01(j)(5)), property located at 431 DUNDEE ST, City of South Bend - PC# 0265-25

Dear Council Members:

I hereby Certify that the above referenced ordinance of STEPHEN BORYSIK was legally advertised on August 8, 2025 and that the South Bend Plan Commission at its public hearing on August 18, 2025 took the following action:

Upon a motion by Scott Ford, being seconded by Tyler Gillean and unanimously carried, a proposed ordinance of STEPHEN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2, property located at 431 DUNDEE ST, City of South Bend is TABLED.

The deliberations of the Plan Commission and points considered in arriving at the above decision are shown in the minutes of the public hearing. Minutes of the public hearing are available in our office and will be posted on our website once approved.

Sincerely,

Timothy P. Staub
Zoning Specialist

Attachment

CC: STEPHEN BORYSIK
Bob Palmer
Thomas Jeff (seller)

Tim Corcoran
Planning Director

Tim Corcoran
Interim Zoning Administrator

Francisco Fotia
Commission President



City of South Bend PLAN COMMISSION

County-City Building
227 W. Jefferson Blvd. 1400S
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

Filed in Clerk's Office

SEP 17 2025

Bianca Tirado
City Clerk, South Bend, IN

Wednesday, September 17, 2025

South Bend Common Council
227 W. Jefferson Blvd., 4th Floor
South Bend, IN 46601

Re: Bill#47-25 - A proposed ordinance of STEFAN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2 and seeking a Special Exception Use to allow Dwelling, Multi-unit (21-06.01(j)(5)), property located at 431 DUNDEE ST, City of South Bend - PC# 0272-25

Dear Council Members:

I hereby Certify that the above referenced ordinance of STEFAN BORYSIK was legally advertised on August 8, 2025 and that the South Bend Plan Commission at its public hearing on September 15, 2025 took the following action:

Upon a motion by Scott Ford, being seconded by Tyler Gillean and unanimously carried, a proposed ordinance of STEFAN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2, property located at 431 DUNDEE ST, City of South Bend is TABLED.

Minutes of the public hearing are available in our office and will be posted on our website once approved.

Sincerely,

Timothy P Staub
Zoning Specialist

Attachment

CC: STEFAN BORYSIK
Bob Palmer
Thomas Jeff (seller)

Tim Corcoran
Planning Director

Tim Corcoran
Interim Zoning Administrator

Francisco Fotia
Commission President



City of South Bend PLAN COMMISSION

City Hall
215 S. Dr. Martin Luther King, Jr. Blvd.
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

Filed in Clerk's Office

Tuesday, October 21, 2025

Oct 21, 2025

South Bend Common Council
215 S. Dr. Martin Luther King, Jr. Blvd.
South Bend, IN 46601

Bianca Tirado
City Clerk, South Bend, IN

Re: Bill#47-25 - A proposed ordinance of STEFAN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2 and seeking a Special Exception Use to allow Dwelling, Multi-unit (21-06.01(j)(5)), property located at 431 DUNDEE ST, City of South Bend - PC# 0276-25

Dear Council Members:

I hereby Certify that the above referenced ordinance of STEFAN BORYSIK was legally advertised on August 8, 2025 and that the South Bend Plan Commission at its public hearing on October 20, 2025 took the following action:

Upon a motion by Tyler Gillean, being seconded by Scott Ford and unanimously carried, a proposed ordinance of STEFAN BORYSIK to zone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2, property located at 431 DUNDEE ST, City of South Bend, is sent to the Common Council with a **FAVORABLE recommendation**.

Upon a motion by Sarah Barber, being seconded by Tyler Gillean and unanimously carried, a Special Use for Dwelling, Multi-unit (21-06.01(j)(5)) property located at 431 DUNDEE ST, City of South Bend, is sent to the Common Council with a **FAVORABLE recommendation**.

The staff report is attached. The deliberations of the Plan Commission and points considered in arriving at the above decision are shown in the minutes of the public hearing. Minutes of the public hearing are available in our office and will be posted on our website once approved.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian Killen'.

Brian Killen
Zoning Administrator

Attachment
CC: Bob Palmer

Tim Corcoran
Planning Director

Brian Killen
Zoning Administrator

Francisco Fotia
Commission President

Property Information

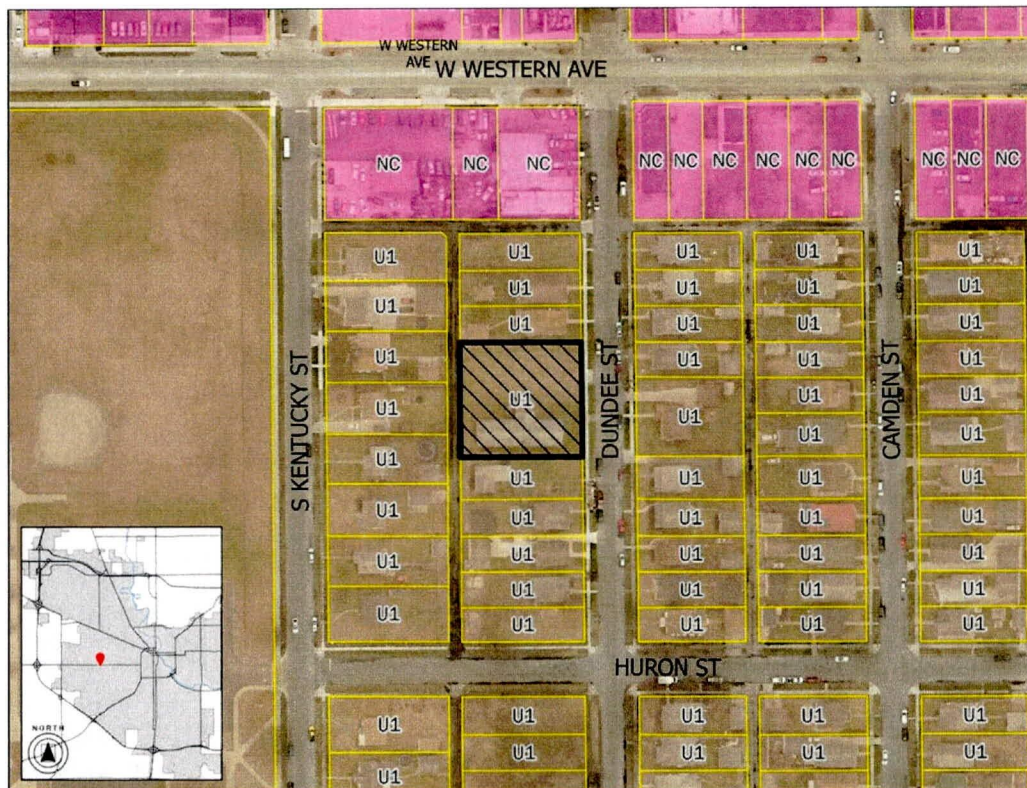
Location: 431 DUNDEE ST
Owner: STEFAN BORYSIK

Requested Action

Rezone from U1 Urban Neighborhood 1 to U2 Urban Neighborhood 2
Special Exception: Dwelling, Multi-unit (21-06.01(j)(5))

Project Summary

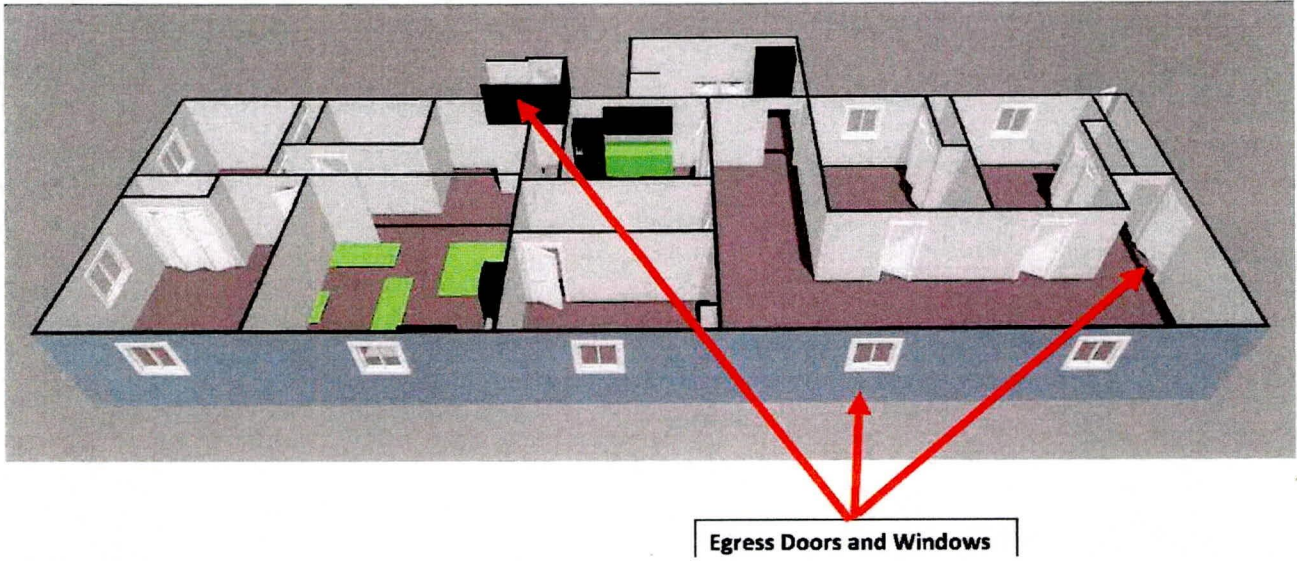
Renovating the existing structure to permit a 4 unit multifamily development.

Location Map

Recommendation

Staff Recommendation: Based on information available prior to the public hearing, the staff recommends the Plan Commission send the rezoning and special exception petitions to the Common Council with an unfavorable recommendation.

Proposed Site Plan



Site & Context

Land Uses and Zoning:

On site: Convert an existing vacant building into multi-unit (4 unit) residential dwelling.

North: A single-unit dwelling in Urban Neighborhood 1 (U1)

East: Single-unit dwellings in Urban Neighborhood 1 (U1)

South: A single-unit dwelling in Urban Neighborhood 1 (U1)

West: Single-unit dwellings in Urban Neighborhood 1 (U1)

District Intent:

The U2 District is established to provide for, promote, and maintain the development of diverse housing types in urban neighborhoods located near neighborhood centers in core and outlying areas of the City.

Site Plan Description:

Conversion to fourplex. Half the lot was used as a parking lot stemming from past use as a church.

Zoning and Land Use History and Trends:

Parcel used as a place of worship dating back to 1931. Western Avenue is a half-block north and Harrison Elementary School is a block to the west.

Traffic and Transportation Considerations:

To the east is Dundee Street, two-way street with on street parking. A public alley is to the west of property.

Agency Comments

Agency Comments:

No additional comments at this time

Staff Comments:

Half the lot was previously used as a parking lot when the building was used for ministry. The curb cut should be removed. Any parking should be on a hard surface and be accessed from the alley.

Criteria for Decision Making

Rezoning

Per State Law, the Plan Commission and Common Council shall pay reasonable regard to:

1. Comprehensive Plan:

Policy Plan:

This application is consistent with the South Bend City Plan (2006) Objective ED 1.2 Encourage reuse of abandoned and underutilized land and structures.

Land Use Plan:

The Future Land Use Plan identifies this area for Medium Density Residential, which would allow for a range of neighborhood-scaled residential housing types.

Plan Implementation/Other Plans:

There are no other plans for this area.

2. Current Conditions and Character:

Dundee Street is made up of detached homes within the U1 District. This project would be similar in use and scale.

3. Most Desirable Use:

The most desirable use for this property within the current zone is low to medium density residential housing that will fit the established character of the neighborhood.

4. Conservation of Property Values:

Revitalizing this currently vacant duplex to a renovated fourplex should contribute to the growth and value of the surrounding properties.

5. Responsible Development and Growth:

Responsible development of this property would be the continuity of housing with densities permitted in U2.

Special Exception

The petitioner is seeking a Special Use to allow:

Dwelling, Multi-unit (21-06.01(j)(5))

A Special Use may only be granted upon making a written determination, based upon the evidence presented at a public hearing, that:

(1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare;

The proposed use should not be injurious to the public health, safety, morals or general welfare of the community. The general welfare and stability of the community could benefit from the increased variety of housing types. Approval of the Special Exception should not affect the general welfare of the community, as the residence would add rental housing units to the neighborhood and use a building the had sat vacant for several years.

(2) The proposed use will not injure or adversely affect the use of the adjacent area or property values therein;

Allowing conversion of the existing single unit residential dwelling should not injure or adversely affect the use or value of the adjacent area or property values, provided the current residential character is maintained. Property values would be adversely affected if the project does not meet the district and building standards in the City's Zoning Ordinance.

(3) The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein;

This four-unit dwelling will be consistent with the character of the district and neighborhood in both use and style of construction.

(4) The proposed use is compatible with the recommendations of the Comprehensive Plan.

The petition is consistent with the City Plan, South Bend Comprehensive Plan (2006) Objective H1.1: Encourage residential developments to contain a mix of housing types, densities, price ranges, and amenities.

Analysis & Recommendation

Commitments: No commitments are proposed.

Analysis:

Rezoning this property would not be consistent with the City Plan to provide well-designed housing on

vacant spaces. As this project features a former church, it must resemble the residential nature of the neighborhood before becoming a residential use. The designs provided at the time of this report do not meet the standards set forth in the zoning ordinance. Special exceptions for converting existing structures into multi-unit dwellings in Urban Neighborhood 2 are required to encourage property owners to use good building design and to bring existing structures into compliance with the zoning code. The designs provided do not fulfill that compliance.

Recommendation:

Based on information available prior to the public hearing, the staff recommends the Plan Commission send the rezoning and special exception petitions to the Common Council with an unfavorable recommendation.

57-25

County-City Building
227 W Jefferson Blvd Suite, 1200 N
South Bend, IN 46601

James Mueller, Mayor



Phone 311 inside City limits
Email 311@southbendin.gov
Website Southbendin.gov

Filed in Clerk's Office

SEP 03 2025

Bianca Tirado
City Clerk, South Bend, IN

City of South Bend

Department of Administration & Finance
Division of Human Resources

September 3, 2025

Canneth Lee, President
City of South Bend Common Council
227 W. Jefferson Boulevard, 4th Floor
South Bend, Indiana 46601

RE: 2026 TRANSPRO Budget Appropriation and Property Tax Levy

Dear Council President Lee:

Attached, please find a bill for consideration by the Common Council of the City of South Bend appropriating, adopting and approving monies for the South Bend Public Transportation Corporation (Transpo) for the fiscal year commencing January 1, 2026, and ending December 31, 2026.

This bill is respectfully submitted for 1st reading filing with the Common Council for the council meeting on September 8th, 2025, 2nd reading and public hearing at the council meeting on September 22nd, 2025, with 3rd reading and council vote at the council meeting on October 13th, 2025. Per requirements of the Indiana Department of Local Government Finance ("DLGF"), when this bill is voted upon, each Councilmember's vote must be reflected on the last page of Exhibit B ("DLGF Budget Form No. 4"), and each Councilmember must sign this page of Exhibit B.

I will be available to discuss this bill at the appropriate sessions of the Personnel and Finance Committee and other meetings of the South Bend Common Council. Employees of the South Bend Public Transportation Corporation will also be available at these meetings.

Regards,

A handwritten signature in blue ink that reads "Kyle Willis".

Kyle Willis
City Controller

SEP 03 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 57-25

ORDINANCE NO. _____

AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, APPROPRIATING, ADOPTING AND APPROVING THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION'S 2026 BUDGET AND LEVYING THE TAX AND FIXING THE RATE OF THE TAXATION FOR THE PURPOSE OF RAISING REVENUE TO FUND THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2026

STATEMENT OF PURPOSE AND INTENT

Pursuant to Indiana law, the South Bend Public Transportation Corporation is required to submit its proposed budget and tax levy to the Common Council of the City of South Bend for adoption. Specifically, Indiana Code § 6-1.1-17-20 requires that the South Bend Public Transportation Corporation, as a political subdivision governed by a majority of unelected officials, submit its proposed budget and property tax levy to the Common Council of the City of South Bend. Pursuant to Indiana Code § 6-1.1-17-20(e), the Common Council of the City of South Bend is required to review the South Bend Public Transportation Corporation's budget and proposed tax levy and adopt a final budget and tax levy for the South Bend Public Transportation Corporation.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, as follows:

SECTION I. The South Bend Public Transportation Corporation's budget for the year ending December 31, 2026, in the sum of **\$13,532,365**, as shown in the budget filed with the Common Council on September 3, 2025, and attached to this Ordinance as Exhibit A, is appropriated, adopted, approved and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. By adoption of and consistent with this Ordinance, the State-mandated Budget Form No. 4 attached to this Ordinance as Exhibit B is hereby approved and adopted.

SECTION II. For the purpose of raising revenue to meet the necessary expenses of the South Bend Public Transportation Corporation, there shall be levied a property tax upon each one hundred dollars of assessed valuation of taxable property within the City of South Bend, Indiana, for the fiscal year 2025 to be collected in the year 2026, as shown and described in Exhibit B.

SECTION III. This Ordinance shall be in full force and effect from and after its passage by the Common Council of the City of South Bend and approved by the Mayor.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at _____ o'clock .m.

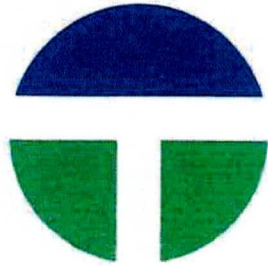
Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock _____.m.

James Mueller, Mayor
City of South Bend, Indiana

SEP 03 2025

Bianca Tirado
City Clerk, South Bend, IN



transpo

***south bend public
transportation corporation***

2026 FISCAL OPERATING & CAPITAL BUDGET

January 1, 2026 through December 31, 2026

Prepared By
South Bend Public Transportation Corporation

SOUTH BEND PUBLIC TRANSPORTATION CORPORATION

**SOUTH BEND, INDIANA
2026 FISCAL YEAR BUDGET REQUEST**

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SOUTH BEND PUBLIC TRANSPORTATION CORPORATION

2026 REVENUE PROJECTION

SOURCE	2026 BUDGET	2025 BUDGET	2024 ACTUAL	% CHANGE - 2024 BUDGET vs. ACTUAL 2023	
				2025 BUDGET	2024 ACTUAL
FAREBOX	\$ 1,494,777	\$ 1,406,375	\$ 1,422,834	6.29%	5.06%
		\$ -			
ADVERTISING	\$ 271,665	\$ 262,493	\$ 281,224	3.49%	-3.40%
LEASE REVENUE	\$ 15,318	\$ 25,963	\$ 14,566	-41.00%	5.16%
CONCESSIONS AND MISCELLANEOUS	\$ 24,600	\$ 24,600	\$ 9,947	0.00%	147.31%
INTEREST INCOME	\$ 2,704	\$ 2,704	\$ 43,950	0.00%	-93.85%
		\$ -			
PROPERTY TAX	\$ 4,053,116	\$ 4,065,115	\$ 3,985,853	-0.30%	1.69%
LICENSE EXCISE TAX	\$ 260,000	\$ 260,000	\$ 249,946	0.00%	4.02%
		\$ -			
LOCAL INCOME TAX	\$ 739,168	\$ 808,971	\$ 764,444	-8.63%	-3.31%
STATE ASSISTANCE	\$ 2,080,062	\$ 2,060,889	\$ 2,080,062	0.93%	0.00%
FEDERAL PREVENTATIVE MAINTENANCE	\$ 1,250,000	\$ 1,250,000	\$ 1,081,000	0%	15.63%
FEDERAL ASSISTANCE	\$ 2,284,955	\$ 1,934,955	\$ 1,791,200	18%	27.57%
LEASE PAYMENT FROM CITY	\$ -	\$ 145,205	\$ 200,000	-20%	-100.00%
TOTAL	\$ 12,476,365	\$ 12,247,942	\$ 11,925,026	1.86%	4.62%

SOUTH BEND PUBLIC TRANSPORTATION CORPORATION

2026 EXPENSE PROJECTION

Expense Category		2026 BUDGET	2025 BUDGET	2024 ACTUAL	% CHANGE - 2025 BUDGET VS. ACTUAL 2024	
					2025 BUDGET	2024 ACTUAL
Salaries & Wages		\$ 6,888,585	\$ 6,890,525	\$ 6,371,680	-0.03%	8.11%
Fringe Benefits		\$ 2,626,015	\$ 2,530,854	\$ 2,130,046	3.76%	23.28%
Services		\$ 872,952	\$ 752,309	\$ 985,210	16.04%	-11.39%
Materials & Supplies		\$ 906,228	\$ 885,669	\$ 873,272	2.32%	3.77%
Utilities		\$ 427,000	\$ 396,000	\$ 337,335	7.83%	26.58%
Insurance		\$ 643,285	\$ 678,285	\$ 546,125	-5.16%	17.79%
Other Taxes						
Miscellaneous		\$ 112,300	\$ 111,300	\$ 90,377	0.90%	24.26%
SUB-TOTAL		\$ 12,476,365	\$12,244,943	\$ 11,334,045	1.89%	10.08%
Transfer - Capital Improvements / Reserve for Liability		\$ -				
TOTAL		\$ 12,476,365	\$12,244,942	\$ 11,334,045	1.89%	10.08%

**TRANSPD
Budgeted Appropriations**

Category	Operating Budget		Capital Budget		Total 2026 Appropriations
	2026	2025	2026	2025	
Personnel Services	9,514,600	9,421,379			9,514,600
Other Services and Charges	2,055,537	1,937,894			2,055,537
Supplies	906,228	885,669			906,228
Capital Outlays	54,860	268,000	1,001,140	1,340,000	1,056,000
Total Appropriations	\$ 12,531,225	\$ 12,512,943	\$ 1,001,140	\$ 1,340,000	\$ 13,532,365



2026 OPERATING BUDGET ASSUMPTIONS

REVENUES:

Federal, State, and Local: Transpo continues to avail ourselves of annual federal capital formula grant funds for preventative maintenance and operating assistance. The application of such funds towards the operating budget assists with offsetting any increased expenses. In the past year, expenses have been increasing greater than revenues. This has increased the challenge of providing a balanced budget. Transpo will continue to pursue competitive grant opportunities to fund capital improvements and expenses.

Ridership and Revenue: Transpo, like public transportation agencies across the country, continues to rebuild ridership following the COVID-19 Pandemic. The 2022 ridership was 72% pre-pandemic ridership and continued to increase into 2024 where ridership was 88% of pre covid numbers.

In June of 2025, Transpo implemented the Connect Transit plan. It is still early in the implementation process to determine the effects it has on ridership and expenses.

EXPENSES:

Employee Wages and Benefits: For 2026, Transpo budgeted an increase in wages and employee benefits from the 2025 budget. Wage increases are dictated by Collective bargaining agreements. Health insurance premiums have remained unchanged, for the fifth year in a row, in the 2026 budget.

Transfer – Capital Improvement Fund/Restricted Liability Reserve: The 2026 budget does not provide the opportunity to transfer funds into the capital account to fund capital purchases. If at the end of 2026, a budget surplus would occur, the surplus would be transferred to the capital account to fund 2027 capital purchases.

- **UPON THE ADOPTION OF THE ANNUAL BUDGET BY THE SOUTH BEND PUBLIC TRANSPORTATION BOARD OF DIRECTORS, A MONTHLY BUDGET, BASED ON HISTORICAL AND FUTURE TRENDS,**

**WILL BE ESTABLISHED. THIS WILL HELP FACILITATE THE MONTHLY
REVIEW OF FINANCIAL REPORTS BY BOARD MEMBERS AND
INTERNAL MANAGEMENT.**



2026 OPERATING BUDGET POLICY STATEMENTS

FINANCIAL CAPACITY:

1. Management will continue to search for investment, grant and funding opportunities to maximize revenues.
2. Management will assure cash handling practices to safeguard funds in its protection and toward timely collection of funds owed.

SERVICE POLICY:

3. Transpo, in partnership with MACOG, completed the CONNECT Transit Plan operational analysis in 2023. The Transpo Board of Directors approved both the Short-Term Network and Additional Funding Network. Transpo implemented the changes on June 2, 2025.
4. Access service will be provided in accordance with all applicable FTA guidelines.

MANAGEMENT:

5. A professional workforce will carry out our Mission Statement. Management will assure fairness, consistency, and effective Equal Employment Opportunity and Affirmative Action policies and practices.
6. Assumes continuation of team development, employee recognition, and increased opportunities for employee training.
7. Assumes continued pursuit of programs of wellness and accident prevention in an effort to stem, to whatever extent possible, rising insurance costs.

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Salaries & Wages Summary

2024 ACTUAL	<u>\$ 6,371,680</u>	2026 BUDGET REQUEST	<u>\$ 6,888,585</u>
2025 MONTHLY AVERAGE	<u>\$ 524,044</u>	2025 APPROVED BUDGET	<u>\$ 6,890,524</u>
2025 EST EXPENSE	<u>\$ 6,288,525</u>	BUDGET CHANGE	<u>\$ (1,939)</u>

<u>Account Title</u>	<u>2025</u>	<u>2026</u>
Operations-Fixed Route	\$ 3,786,246	\$ 3,800,163
Operations-ADA	749,596	775,748
Operations-Administration	457,903	383,424
Maintenance- Vehicles	1,071,181	1,080,662
Maintenance- Administration	142,751	145,996
Maintenance-Non-Revenue	114,751	118,414
General Administration	<u>568,094</u>	<u>584,178</u>
Total	<u>\$ 6,890,524</u>	<u>\$ 6,888,585</u>

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Fringe Benefits Summary

2024 ACTUAL	<u>\$ 2,130,046</u>	2026 BUDGET REQUEST	<u>\$ 2,626,015</u>
2025 MONTHLY AVERAGE	<u>\$ 210,892</u>	2025 APPROVED BUDGET	<u>\$ 2,530,854</u>
2025 EST EXPENSE	<u>\$ 2,530,710</u>	BUDGET CHANGE	<u>\$ 95,161</u>

<u>Account Title</u>	<u>2025</u>	<u>2026</u>
Fringe Benefits-FICA	\$ 527,125	\$ 526,977
Fringe Benefits-Pension Plan	352,176	348,295
Fringe Benefits-Medical Insurance	1,311,632	1,316,352
Fringe Benefits- Dental Insurance	51,093	54,000
Fringe Benefits--Life Insurance	57,728	57,294
Fringe Benefits-Short Term Disability	7,096	7,008
Fringe Benefits-Unemployment Insurance	11,032	10,818
Fringe Benefits-Workman's Compensation	160,462	253,421
Fringe Benefits-Uniforms	46,510	45,850
Fringe Benefits- Tool Allowance	6,000	6,000
	<u> </u>	<u> </u>
Total	<u><u>\$2,530,854</u></u>	<u><u>\$ 2,626,015</u></u>

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Services Summary

2024 ACTUAL	<u>\$ 985,210</u>	2026 BUDGET REQUEST	<u>\$ 872,952</u>
2025 MONTHLY AVERAGE	<u>\$ 77,572</u>	2025 APPROVED BUDGET	<u>\$ 752,309</u>
2025 EST EXPENSE	<u>\$ 1,022,121</u>	BUDGET CHANGE	<u>\$ 120,643</u>

Account Title	2025	2026
Professional & Technical	140,369	165,369
Board Travel/Training	2,000	2,000
Temporary Help	2,500	2,500
Contract Services Operations	54,850	58,850
Contract Services Maintenance	294,700	308,700
Contract Services Administration	164,800	198,800
Security Services	93,090	136,733
Physical Damage Repairs	20,000	20,000
Recoveries of Physical Damage Repairs	(20,000)	(20,000)
Total	<u>\$ 752,309</u>	<u>\$ 872,952</u>

TRANSP0

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Materials & Supplies Summary

2024 ACTUAL	<u>\$ 873,272</u>	2026 BUDGET REQUEST	<u>\$ 906,228</u>
2025 MONTHLY AVERAGE	<u>\$ 69,194</u>	2025 APPROVED BUDGET	<u>\$ 885,669</u>
2025 EST EXPENSE	<u>\$ 830,325</u>	BUDGET CHANGE	<u>\$ 20,559</u>

<u>Account Title</u>		<u>2025</u>	<u>2026</u>
Fuel & Lubricants	Operations	\$ 496,082	\$ 469,004
Fuel & Lubricants	Maintenance	16,027	13,364
Tires & Tubes	Maintenance	2,560	2,560
Materials & Supplies	Operations	10,000	10,000
Materials & Supplies	Maintenance	320,000	370,000
Materials & Supplies	Marketing	17,000	17,000
Other Materials & Supplies	Operations	7,500	7,800
Other Materials & Supplies	Maintenance	2,600	2,600
Other Materials & Supplies	Administration	13,900	13,900
	Total	<u>\$ 885,669</u>	<u>\$ 906,228</u>

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: Administration & Maintenance

ACCOUNT TITLE: Utilities

ACCOUNT NUMBER: 505-0x50-00 505-0x2x-00

2024 ACTUAL	<u>\$ 337,335</u>	2026 BUDGET REQUEST	<u>\$ 427,000</u>
2025 MONTHLY AVERAGE	<u>\$ 38,646</u>	2025 APPROVED BUDGET	<u>\$ 396,000</u>
2025 EST EXPENSE	<u>\$ 463,753</u>	BUDGET CHANGE	<u>\$ 31,000</u>

<u>Account Title</u>	<u>2025</u>	<u>2026</u>
Electricity	\$ 225,000	\$ 240,000
Water & Sewage	\$ 18,000	\$ 18,000
Trash Collection	\$ 6,000	\$ 7,000
Telephone	\$ 47,000	\$ 47,000
Natural Gas	\$ 100,000	\$ 115,000
Totals	<u>\$ 396,000</u>	<u>\$ 427,000</u>

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Insurance Summary

2024 ACTUAL	<u>\$ 546,125</u>	2026 BUDGET REQUEST	<u>\$ 643,285</u>
2025 MONTHLY AVERAGE	<u>\$ 56,059</u>	2025 APPROVED BUDGET	<u>\$ 678,285</u>
2025 EST EXPENSE	<u>\$ 672,710</u>	BUDGET CHANGE	<u>\$ (35,000)</u>

Insurance - Liability & Physical Damage/Corporate Insurance	\$ 643,285
Other Corporate Insurance	-
Total	<u><u>\$ 643,285</u></u>

TRANSP0

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Miscellaneous Summary

2024 ACTUAL	<u>\$ 90,377</u>	2026 BUDGET REQUEST	<u>\$ 112,300</u>
2025 MONTHLY AVERAGE	<u>\$ 7,719</u>	2025 APPROVED BUDGET	<u>\$ 111,300</u>
2025 EST EXPENSE	<u>\$ 108,300</u>	BUDGET CHANGE	<u>\$ 1,000</u>

<u>Account Title</u>	<u>2025</u>	<u>2026</u>
Dues & Subscriptions	\$ 17,300	\$ 18,300
Travel & Meetings	12,500	12,500
Community Services	12,000	12,000
Promotion	14,000	14,000
Advertising Placements	45,500	45,500
Interest Expense on Tax Warrants/Loans	10,000	10,000
	<u></u>	<u></u>
Total	<u>\$ 111,300</u>	<u>\$ 112,300</u>

TRANSPO

2026 BUDGET SUBMISSION

DEPARTMENT: All

ACCOUNT TITLE: Passenger Fares Summary

ACCOUNT NUMBER: 413-0100-00

2024 ACTUAL:	<u>\$ 1,422,834</u>	2026 BUDGET REQUEST	<u>\$ 1,494,777</u>
2025 AVERAGE:	<u>\$ 121,347</u>	2025 APPROVED BUDGET	<u>\$ 1,406,375</u>
2025 ESTIMATED:	<u>\$ 1,456,167</u>	BUDGET CHANGE:	<u>\$ 88,402</u>

<u>Account Title</u>	<u>2025</u>	<u>2026</u>
Passenger Revenue	\$ 652,962	\$ 691,789
Access Passenger Revenue	39,892	39,194
Access Punch Card Revenue	73,302	72,632
Passport Revenue	262,851	287,883
Student Pass Revenue	1,680	-
Trippler Revenue	227,065	236,114
Two Week Pass	63,042	65,589
One Day Pass	85,581	101,576
Student Summer Pass	-	-
	<u>\$ 1,406,375</u>	<u>\$ 1,494,777</u>



68-25

City of South Bend Common Council

141 County-City Building • 227 W. Jefferson Blvd
South Bend, Indiana 46601

September 17, 2025

Canneth Lee
President

Rachel Tomas Morgan
Vice President

Troy Warner
Chairperson, Committee
of the Whole

Canneth Lee
First District

Ophelia Gooden-Rodgers
Second District

Sharon L. McBride
Third District

Troy Warner
Fourth District

Sherry Bolden-Simpson
Fifth District

Sheila Niezgodski
Sixth District

Dr. Oliver Davis
At Large

Rachel Tomas Morgan
At Large

Karen L. White
At Large

Sheila Niezgodski

South Bend Common Council

4th Floor, County-City Building

South Bend, IN 46601

Filed in Clerk's Office

SEP 17 2025

Bianca Tirado
City Clerk, South Bend, IN

**Re AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY
OF SOUTH BEND, INDIANA, FIXING THE ANNUAL PAY AND
MONETARY FRINGE BENEFITS OF SWORN MEMBERS OF THE
SOUTH BEND POLICE DEPARTMENT FOR CALENDAR YEAR
2026**

Dear Chairperson Niezgodski:

On behalf of Council Members Sheila Niezgodski, Rachel Tomas Morgan and myself, as the Council's advisory members participating in the negotiations with the South Bend FOP #36, I am submitting the attached draft ordinance for filing. This ordinance sets forth the salary and other financial considerations provided to the FOP in its contract. contains

Please note, the ordinance contains several blank spaces for the compensation figures.. This is because, although there is a tentative agreement on the table, that agreement has not yet been ratified. This filing will allow first reading on September 22, 2025. A substitute bill with the new compensation plan will be filed before second reading and public hearing on October 13, 2025.

Please file this proposed ordinance for first reading on September 22, 2025 to be assigned to the Personnel and Finance Committee for second reading and public hearing on October 13, 2025.

Thank you for your consideration.

Sincerely yours,

Canneth Lee,

President, South Bend Common Council



BILL NO. 68-25

SEP 17 2025

ORDINANCE NO. _____

Bianca Tirado
City Clerk, South Bend, IN

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN
MEMBERS OF THE SOUTH BEND POLICE DEPARTMENT FOR
CALENDAR YEAR 2026**

STATEMENT OF PURPOSE AND INTENT

The South Bend Common Council, pursuant to *Indiana Code* § 36-8-3-3(d) is charged with establishing, before November 1st, the annual compensation and monetary fringe benefits of the South Bend Police Department. The City of South Bend is concurrently negotiated a collective bargaining agreement with members of the Fraternal Order of Police Lodge 36.

This ordinance sets forth the negotiated items which fix the annual pay and salaries of the sworn members of the South Bend Police Department as defined in *Indiana Code* § 36-8-1-9; salaries of the First Class Patrolman as defined in *Indiana Code* § 36-8-1-11; salaries for upper level policy making positions in the department as defined in *Indiana Code* § 36-8-1-12; and other monetary fringe benefits.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, as follows:

Section I. Recognition. The South Bend Common Council recognizes the negotiating team which represents the Fraternal Order of Police South Bend Lodge No. 36, as the sole bargaining agent for the sworn members of the South Bend Police Department for purposes of negotiating annual pay, monetary fringe benefits and other monetary items which are addressed in this ordinance, excepting the Police Chief, the Division Chiefs, and the Captains, who are governed by *Indiana Code* § 36-8-1-12.

Section II. Sworn Member Annual Pay Classifications; Recruit Pay; Lateral Entry; and Career Development Incentive Programs.

- (a) Annual Pay Classifications for Sworn Members of the South Bend Police Department. Annual pay for the sworn members of the South Bend Police Department, including upper level policy making positions defined by *Indiana Code* § 36-8-1-12 for calendar year 2026 shall be set as follows:

<u>Pay Classification</u>	<u>2026</u>
Police Chief	
Division Chiefs	
Captains	
Lieutenants	

Pay Classification

2026

Sergeants
Detectives
Patrolman First Class
Patrolman Second Class

- (b) Police Recruit Annual Pay. A Recruit of the South Bend Police Department shall be classified separately from sworn members of the Department. A Recruit shall complete the State of Indiana training program or its equivalent and commence duties as an officer before being sworn in as an officer of the South Bend Police Department. Upon the effective sworn date, a Recruit shall be paid as a Patrolman 2nd Class. The maximum annual pays of a Police Department Recruit shall be as follows:

Pay Classification

2026

Police Recruit

- (c) Lateral Entry Program. The Common Council authorizes the South Bend Police Department to offer between three thousand five hundred dollars (\$3,500.00) to ten thousand dollars (\$10,000.00) as a one-time bonus, to be paid in equal quarterly installments in the first year of employment, to any individual found to be eligible and qualified to be a candidate on the Department, who has the requisite law enforcement experience and certification(s) for such a lateral entry into the South Bend Police Department. Any sworn member who received monies pursuant to this Lateral Entry Program and who leaves employment from the South Bend Police Department before his/her one (1) year anniversary with the Department, shall be required to pay back to the South Bend Police Department any and all lateral bonus monies received.

A lateral entry officer with two (2) years or less of service as a certified officer shall enter the South Bend Police Department as a Patrolman Second Class. Upon completing Field Training Program (FTO), such lateral officer shall be eligible for promotion to Patrolman First Class.

- (d) Police Officer Recruitment Bonus Program. The Police Officer Recruitment Bonus Program which originally became effective January 1, 2015, shall continue in full force and effect. Any City of South Bend Employee who assists in the recruitment and hiring of any full-time new sworn police officer, may be eligible upon Department verification of each of the stages listed below:

1. Upon an individual, who has been recruited by a City of South Bend Employee, graduating from the Indiana Law Enforcement Academy, the sum of three hundred dollars (\$300.00) shall be allocated for payment for that City of South Bend Employee who assisted in the recruitment.

2. Upon that individual then successfully completing the Field Training Program (FTO), the sum of five hundred dollars (\$500.00) shall be allocated for City of South Bend Employee who assisted in the recruitment.
3. For the City of South Bend Employee to be eligible to receive the bonuses described above, the candidate must have successfully completed the specified phase of the hiring process and be hired by the South Bend Police Department as a full-time sworn member. Any City of South Bend Employee desiring to participate in the Police Officer Recruitment Bonus Program shall be required to timely complete all required forms with the Department, and upon verification of their recruited candidate successfully meeting the hiring standards, processing for payment of the recruitment bonus shall commence.

All Police Department regulations governing this program must be complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.

(a) Lateral Police Officer Recruitment Incentive Program. The South Bend Police Department Lateral Police Officer Recruitment Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. Any City of South Bend Employee, who verifiably assists in the recruitment and hiring of any new full-time lateral sworn police officer is eligible for a one-time bonus payment of five hundred dollars (\$500.00). Said bonus shall only be processed for payment upon the following conditions being met:

1. The lateral police officer candidate successfully completed a Law Enforcement Training Board-certified 40-hour Pre-Basic Course, and is hired as a full-time sworn member of the South Bend Police Department;
2. Verification of the City of South Bend Employee's recruitment activities and their timely completion of all required forms with the South Bend Police Department;
3. The lateral police officer candidate, completed the annual mandatory training program addressing domestic violence, use of force training, firearms training, and emergency vehicle operations training; and
4. All Police Department regulations governing this program must have been complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.

(b) Police Officer Education Incentive Program. The South Bend Police Department Education Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. In order to be eligible under this program, a person must be classified as a full-time South Bend Police Department sworn member, must have successfully completed at least one (1) year of full-time service on the South Bend Police Department, and must have completed the annual mandatory training program addressing domestic violence, use of force,

firearms training, emergency vehicle operations training; and provided all of the documentation which verify the completion of the following degrees/hours:

Degree	2026
Associate Degree or 60 credit hours	\$450
Bachelors Degree (BS/BA)	\$600
Masters Degree or higher (JD, PhD, etc.)	\$850

Written proof from the educational institution certifying the completion of such degree and/or hours, along with compliance with all Police Department regulations governing this program by the sworn member of the South Bend Police Department is required in order for them to be eligible to be paid under this program. Qualifying sworn members shall be paid at the highest degree only, with such payment being made in December of each calendar year.

- (c) Former U.S. Military Recruitment and Retention Incentive Programs.¹ The South Bend Police Department Former U.S. Military Recruitment and Retention Incentive Programs which originally became effective January 1, 2015, shall continue in full force and effect.

1. *One-Time Military Recruitment Bonus:* In order to be eligible for a one-time military recruitment bonus, which may be offered to any individual found to be eligible and qualified, who has prior active duty service with the Armed Services and received an Honorable Discharge from a branch of the U.S. military and desires to join the South Bend Police Department as a full-time sworn member after January 1, 2015, said individual would be eligible to one (1) of the following bonus incentive payment amounts upon graduating from the Indiana Law Enforcement Academy:

Service Length	2026
Two (2) years of past U.S. military active duty service	\$450
Four (4) years of past U.S. military active duty service	\$600
Six (6) or more years of past U.S. military active duty service	\$850

Such one-time bonus incentive payment shall be paid at the highest year of U.S. military active duty service experience only, upon proof of such service and tenure being substantiated and verified utilizing the submission by the person requesting the bonus of the Report of Separation, DD-214 issued by the Defense Department. Any person, who received such a bonus incentive payment and who leaves his/her employment with the South Bend Police Department before his/her one (1) year

¹ The International Association of Chiefs of Police (IACP) in partnership with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance (BJA), has published a guidebook for service members who are transitioning out of the military and are considering a law enforcement career. That publication entitled *Combat Veterans & Law Enforcement: A Transition Guide for Veterans Beginning or Continuing Careers in Law Enforcement* is available at <http://www.theiacp.org/vets2cops>

anniversary with the Department, shall be required to pay back to the South Bend Police Department any and all bonus monies received under this program.

2. *Police Officer Recruitment Bonus Program for Recruiting Former U.S. Military Service Member.* Any City of South Bend Employee, who verifiably assists in the recruitment and hiring of any new full-time sworn police officer who is a former U.S. military service member is eligible for a one-time bonus payment of five hundred dollars (\$500.00). Said bonus would only be processed for payment upon the following conditions being met:
 - i. The former U.S. military service member who is a police officer candidate successfully completed a Law Enforcement Training Board-certified 40-hour Pre-Basic Course, and is hired as a full-time sworn member of the South Bend Police Department;
 - ii. Verification of the sworn member's recruitment activities and their timely completion of all required forms with the South Bend Police Department;
 - iii. The former U.S. military service member who is a police officer candidate completed the annual mandatory training program addressing domestic violence, use of force training, firearms training, and emergency vehicle operations training; and
 - iv. All Police Department regulations governing this program must have been complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.
3. *Former U.S. Military Retention Incentive Program.* The South Bend Police Department Former U.S. Military Retention Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. In order to be eligible, a sworn member of the Department who has prior active duty service with the Armed Services and received an Honorable Discharge from a branch of the U.S. military, must have successfully completed at least one (1) year of full-time service on the Department and must have completed the annually mandatory training program addressing domestic violence, fire arms training and emergency vehicle operations training, and provide documentation as required by this section with qualified sworn members being entitled to the following:

Service Length	2026
Two (2) years of past U.S. military active duty service	\$450
Four (4) years of past U.S. military active duty service	\$600
Six (6) or more years of past U.S. military active duty service	\$850

Such bonus incentive retention payments shall be paid at the highest year of U.S. military active duty service experience only. Proof of such U.S. military service and tenure must be substantiated and verified by utilizing the Report of Separation, DD-214 issued by the Defense Department. Qualifying sworn members shall be paid said bonus in December of each calendar year.

4. Police Recruitment Relocation to South Bend Incentive. Any new full-time sworn member of the South Bend Police Department who is employed after January 1, 2015, would be eligible to apply for a Police Recruitment Relocation to South Bend Incentive, so long as their new personal residential address is located within the South Bend City limits. This relocation bonus may not exceed two thousand dollars (\$2,000.00) for each qualifying full-time sworn member in each calendar year.

Section III. Additional Areas of Compensation.

- (a) Maximum Amounts. All monetary amounts set forth in this ordinance shall be the maximum amounts permitted in each calendar year addressed.
- (b) City Residency Incentives. Sworn members and officers of the South Bend Police Department, who establish verified legal residence within any neighborhood within the City of South Bend city limits and reside on a continuous permanent basis within the South Bend city limits, and comply any additional department governing regulations on this topic shall be entitled to the following residency incentive bonus:

2026: \$ 3,500.00 maximum payable on or before December 15, 2026

- (c) Court Time Pay: If an officer or sworn member of the South Bend Police Department appears under subpoena, court order, or at the request of City Legal during off-duty hours before any court, administrative body (i.e. civil, probate, Board of Public Safety, Alcohol Beverage Board, etc.), or at the County Prosecutor's Office to validate a complaint or warrant pertaining to incidents investigated by such officer as a result of their duty assignment, whether civil or criminal in nature, excepting only disciplinary matters in which the officer concerned is the accused, said officer shall receive overtime pay. Such court time shall be paid at two (2) times the officer's regular rate of pay.
 - a. When such appearance is in-person or requires the officer's testimony under oath, the officer shall receive a minimum of four (4) hours of pay for appearing on their scheduled day off; and a minimum of two (2) hours of pay for appearing when off-duty on a regular scheduled work day.
 - b. For all other appearances, such as virtual (by phone, computer, or other electronic means), the officer shall receive a minimum of one (1) hour of pay for appearing on their scheduled day off or when off-duty on a regular scheduled work day.

Officers regularly assigned to the third detail, who are not otherwise on-duty, shall receive a minimum of:

- i. Four (4) hours of pay when such appearance is in-person or requires the officer's testimony under oath.
 - ii. Two (2) hours of pay for all other appearances.
- (d) Overtime Pay: If a sworn member is required to remain on duty in excess of the regularly scheduled workday, they shall be entitled to overtime pay. Such sworn member shall be paid at the rate of two (2) times his or her regular rate of pay. Overtime shall be calculated by quarter-hour increments, except as provided in the next section (e).
- (e) Critical Duty Day Pay Stipend: A critical duty day pay stipend is continued in the amount of two hundred and fifty dollars (\$250.00). There shall be eight (8) Critical Duty Days established by the Board of Public Safety by proper Board Resolution. Officers and sworn members assigned to the Special Victim's Unit or the South Bend Community School Corporation, while so assigned, shall not be eligible for the Critical Duty Day pay stipend, while working as a part of their regular duty assignments.
- (f) Shift Premium Pays: An officer or sworn member scheduled to work and permanently assigned to any of the following types of detail shall be entitled to the following shift premium pays for such work:

<u>Type of Detail</u>	<u>2026</u>
Second Detail [Afternoons]	\$2,200
Third Detail [Midnights]	\$3,000
Detective Bureau [Evenings]	\$1,200

- (g) Special Duty Pays: An officer or sworn member who is qualified and scheduled to work in special hazardous duty and/or highly specialized areas of service, shall be entitled to receive Special Duty Pay for such assigned and designated specialties:

<u>Type of Special Duty</u>	<u>2026</u>
Strategic Focus Unit	\$2,100
K-9 Unit	\$1,200
SWAT	\$1,200
Bomb Technician	\$1,200
Hostage / Crisis Negotiator	\$1,000
Uniform Crime Scene Technician	\$1,000
Homicide Crime Scene Technician	\$200
Patrol Shift Supervisory Sergeant Pro-Pay	\$450
Rapid Response (RRT)	\$450
Diagrammer	\$700
Detective Bureau – Violent Crimes	\$1,200
Detective Bureau – Major Crimes	\$500

Traffic (TDO, FACT)

\$500

- (h) Limited English Proficiency (LEP) Specialty Pay and Sign Language Proficiency Incentive Pay: A Limited English Proficiency (LEP) Pay Program and a Sign Language Proficiency Incentive Pay Program, overseen by the City's Human Resources Director or their designee, who shall monitor the Department's requirements. All qualifying sworn members who meet the requirements and who are regularly assigned to perform such duties shall be paid the following specialty pay in a lump sum in the last payroll in December of each year of such assignment:

<u>Type of Special Pay</u>	<u>2026</u>
Limited English Proficiency (LEP)	\$400
Sign Language Proficiency	\$400

with such incentive program payments being limited to the total yearly amount budgeted for the same.

- (i) Field Training Officer (FTO) Pay: A qualified Field Training Officer (FTO) shall be entitled to FTO day for each day which such person is qualified, assigned and performs field training activities with new recruits.

<u>FTO Daily Rate</u>	<u>2026</u>
	\$50

- (j) Division Chief Stipend: The Chief of Police may assign one (1) Division Chief to be "acting Chief" when they are unavailable. Said Division Chief shall receive a stipend of one thousand dollars (\$1,000.00) per year.

- (k) Annual Cash Allowance: Officers and sworn members shall receive the following annual cash allowance amounts to be paid each year in December:

<u>Annual Cash Allowance</u>	<u>2026</u>
	\$500

- (l) Longevity Pays: Qualifying officers and sworn members holding the rank of Patrolman First Class and above, shall receive addition compensation in recognition of cumulative service on the South Bend Police Department. Such longevity pays shall be paid in the following amounts in each year:

<u>Cumulative Years of Service on SBPD</u>	<u>Commencement Date</u>	<u>2026</u>
2 – 3 years	Beginning 3 rd year	
4 – 9 years	Beginning 5 th year	

10 – 14 years	Beginning 11 th year
15 – 19 years	Beginning 16 th year
20 – 24 years	Beginning 21 st year
25+ years	Beginning 26 th year

- (m) Tuition Reimbursement: Qualifying officers and sworn members of the South Bend Police Department who participate in the Tuition Reimbursement Program shall be entitled to the following maximum dollar amount(s) for approved course tuition:

Course Grade	Maximum Amount Reimbursed by the City of South Bend
A	100% of tuition costs only up to a maximum of \$1,500
B	75% of tuition costs only up to a maximum of \$1,000
C	50% of tuition costs only up to a maximum of \$500

Officers and sworn members who wish to participate in this program must give notice to the Services Division Chief prior to registering for a course which has tuition fees, so that funds may be allocated for potential tuition reimbursement on a “first come, first serve” basis up to the maximum amount budgeted for such purposes for each calendar year by the Common Council. Tuition reimbursement shall be limited to a maximum reimbursement amount of two thousand five hundred dollars (\$2,500.00) per calendar year to any officer or sworn member participating in the program. All governing regulations must be complied with by any officer or sworn member who participates in the program as a condition of being paid any tuition reimbursement.

- (n) Voluntary Physical Fitness Program: The Common Council continues the authorization previously set forth in Ordinance No. 10042-10, Ordinance No. 10192-12, Ordinance No. 10332-14, and Ordinance No. 10472-16 to implement a voluntary physical fitness program, which may have the potential of any officer and/or sworn member of the South Bend Police Department who qualifies under the governing policies and procedures implemented by the Department to earn up to a maximum of one (1) personal day per calendar year. Such personal day may not be used if such usage results in overtime costs to the City.
- (o) On-Call Duty Pays: Each of the following On-Call Duty Pay categories shall be allotted six hundred fifty dollars (\$650.00) per category per year, and shall be divided among the assigned police officers in each of these categories. Such division of pay shall be determined according to the frequency of assigned on-call days in the respective category and shall be paid on a quarterly basis. The On-Call Duty Pay categories are as follows:

All officers assigned to the Detective Bureau
 Traffic On-Call Diagrammer
 Traffic On-Call Duty Officer

- (p) Life Insurance: The City of South Bend shall continue to provide life insurance coverage on all sworn members and officers of the South Bend Police Department in an amount equal to the amount of the sworn member's and officer's base pay.
- (q) Health Insurance: Each active sworn member and upper level policy makers who are also referred to as officers of the South Bend Police Department who has met the eligibility requirements shall have the opportunity to participate in the City's comprehensive major medical insurance program. The contribution of such individuals shall be no greater than the contribution of other City employees receiving the same benefits, and the level of benefits shall be no less than the level for other City employees.

Benefits for qualifying police pensioners shall not begin until such pensioner or dependent spouse of such pensioner meets the State minimum standards for pension eligibility and immediately able to draw a pension, and shall cease when such pensioner, or the dependent spouse of such pensioner, reaches sixty-five (65) years of age or become Medicare-eligible, as further addressed in the 2026 Working Agreement, to be approved by the Board of Public Safety.

Section IV. Severability.

If any part, section, subsection, paragraph, sentence, clause or phrase of this ordinance is for any reason declared to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section V. Effective Date.

This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at _____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the _____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana

Oct 22, 2025

SUBSTITUTE BILL NO. 68-25

Bianca Tirado
City Clerk, South Bend, IN

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, FIXING THE ANNUAL PAY AND MONETARY FRINGE BENEFITS OF SWORN
MEMBERS OF THE SOUTH BEND POLICE DEPARTMENT FOR
CALENDAR YEAR 2026**

STATEMENT OF PURPOSE AND INTENT

The South Bend Common Council, pursuant to *Indiana Code* § 36-8-3-3(d) is charged with establishing, before November 1st, the annual compensation and monetary fringe benefits of the South Bend Police Department. The City of South Bend is concurrently negotiated a collective bargaining agreement with members of the Fraternal Order of Police Lodge 36.

This ordinance sets forth the negotiated items which fix the annual pay and salaries of the sworn members of the South Bend Police Department as defined in *Indiana Code* § 36-8-1-9; salaries of the First Class Patrolman as defined in *Indiana Code* § 36-8-1-11; salaries for upper level policy making positions in the department as defined in *Indiana Code* § 36-8-1-12; and other monetary fringe benefits.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF SOUTH BEND, INDIANA, as follows:

Section I. Recognition. The South Bend Common Council recognizes the negotiating team which represents the Fraternal Order of Police South Bend Lodge No. 36, as the sole bargaining agent for the sworn members of the South Bend Police Department for purposes of negotiating annual pay, monetary fringe benefits and other monetary items which are addressed in this ordinance, excepting the Police Chief, the Division Chiefs, and the Captains, who are governed by *Indiana Code* § 36-8-1-12.

Section II. Sworn Member Annual Pay Classifications; Recruit Pay; Lateral Entry; and Career Development Incentive Programs.

- (a) Annual Pay Classifications for Sworn Members of the South Bend Police Department. Annual pay for the sworn members of the South Bend Police Department, including upper level policy making positions defined by *Indiana Code* § 36-8-1-12 for calendar year 2026 shall be set as follows:

<u>Pay Classification</u>	<u>2026</u>
Police Chief	\$139,189
Division Chiefs	\$127,631
Captains	\$112,521
Lieutenants	\$90,488
Sergeants	\$87,115
Detectives	\$81,324
Patrolman First Class	\$80,240
Patrolman Second Class	\$70,952

- (b) Police Recruit Annual Pay. A Recruit of the South Bend Police Department shall be classified separately from sworn members of the Department. A Recruit shall complete the State of Indiana training program or its equivalent and commence duties as an officer before being sworn in as an officer of the South Bend Police Department. Upon the effective sworn date, a Recruit shall be paid as a Patrolman 2nd Class. The maximum annual pays of a Police Department Recruit shall be as follows:

<u>Pay Classification</u>	<u>2026</u>
Police Recruit	\$63,939

- (c) Lateral Entry Program. The Common Council authorizes the South Bend Police Department to offer between three thousand five hundred dollars (\$3,500.00) to ten thousand dollars (\$10,000.00) as a one-time bonus, to be paid in equal quarterly installments in the first year of employment, to any individual found to be eligible and qualified to be a candidate on the Department, who has the requisite law enforcement experience and certification(s) for such a lateral entry into the South Bend Police Department. Any sworn member who received monies pursuant to this Lateral Entry Program and who leaves employment from the South Bend Police Department before his/her one (1) year anniversary with the Department, shall be required to pay back to the South Bend Police Department any and all lateral bonus monies received.

A lateral entry officer with two (2) years or less of service as a certified officer shall enter the South Bend Police Department as a Patrolman Second Class. Upon completing Field Training Program (FTO), such lateral officer shall be eligible for promotion to Patrolman First Class.

- (d) Police Officer Recruitment Bonus Program. The Police Officer Recruitment Bonus Program which originally became effective January 1, 2015, shall continue in full force and effect. Any City of South Bend Employee who assists in the recruitment and hiring of any full-time new sworn police officer, may be eligible upon Department verification of each of the stages listed below:

1. Upon an individual, who has been recruited by a City of South Bend Employee, graduating from the Indiana Law Enforcement Academy, the sum of three hundred dollars (\$300.00) shall be allocated for payment for that City of South Bend Employee who assisted in the recruitment.
2. Upon that individual then successfully completing the Field Training Program (FTO), the sum of five hundred dollars (\$500.00) shall be allocated for City of South Bend Employee who assisted in the recruitment.
3. For the City of South Bend Employee to be eligible to receive the bonuses described above, the candidate must have successfully completed the specified phase of the hiring process and be hired by the South Bend Police Department as a full-time sworn member. Any City of South Bend Employee desiring to participate in the Police Officer Recruitment Bonus Program shall be required to timely complete all required forms with the Department, and upon verification of their recruited candidate successfully meeting the hiring standards, processing for payment of the recruitment bonus shall commence.

All Police Department regulations governing this program must be complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.

(e) Lateral Police Officer Recruitment Incentive Program. The South Bend Police Department Lateral Police Officer Recruitment Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. Any City of South Bend Employee, who verifiably assists in the recruitment and hiring of any new full-time lateral sworn police office is eligible for a one-time bonus payment of five hundred dollars (\$500.00). Said bonus shall only be processed for payment upon the following conditions being met:

1. The lateral police officer candidate successfully completed a Law Enforcement Training Board-certified 40-hour Pre-Basic Course, and is hired as a full-time sworn member of the South Bend Police Department;
2. Verification of the City of South Bend Employee's recruitment activities and their timely completion of all required forms with the South Bend Police Department;
3. The lateral police officer candidate, completed the annual mandatory training program addressing domestic violence, use of force training, firearms training, and emergency vehicle operations training; and
4. All Police Department regulations governing this program must have been complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.

(f) Police Officer Education Incentive Program. The South Bend Police Department Education Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. In order to be eligible under this program, a person must be classified as a full-time South Bend Police Department sworn member, must have successfully completed at least one (1) year of full-time service on the South Bend Police Department, and must have completed the annual mandatory training program addressing domestic violence, use of force, firearms training, emergency vehicle operations training; and provided all of the documentation which verify the completion of the following degrees/hours:

<u>Degree</u>	<u>2026</u>
Associate Degree or 60 credit hours	\$450
Bachelors Degree (BS/BA)	\$600
Masters Degree or higher (JD, PhD, etc.)	\$850

Written proof from the educational institution certifying the completion of such degree and/or hours, along with compliance with all Police Department regulations governing this program by the sworn member of the South Bend Police Department is required in order for them to be eligible to be paid under this program. Qualifying sworn members shall be paid at the highest degree only, with such payment being made in December of each calendar year.

(g) Former U.S. Military Recruitment and Retention Incentive Programs.¹ The South Bend Police Department Former U.S. Military Recruitment and Retention Incentive Programs which originally became effective January 1, 2015, shall continue in full force and effect.

¹ The International Association of Chiefs of Police (IACP) in partnership with the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance (BJA), has published a guidebook for service members who are transitioning out of the military and are considering a law enforcement career. That publication entitled *Combat Veterans & Law Enforcement: A Transition Guide for Veterans Beginning or Continuing Careers in Law Enforcement* is available at <http://www.theiacp.org/vets2cops>

1. *One-Time Military Recruitment Bonus:* In order to be eligible for a one-time military recruitment bonus, which may be offered to any individual found to be eligible and qualified, who has prior active duty service with the Armed Services and received an Honorable Discharge from a branch of the U.S. military and desires to join the South Bend Police Department as a full-time sworn member after January 1, 2015, said individual would be eligible to one (1) of the following bonus incentive payment amounts upon graduating from the Indiana Law Enforcement Academy:

<u>Service Length</u>	<u>2026</u>
Two (2) years of past U.S. military active duty service	\$450
Four (4) years of past U.S. military active duty service	\$600
Six (6) or more years of past U.S. military active duty service	\$850

Such one-time bonus incentive payment shall be paid at the highest year of U.S. military active duty service experience only, upon proof of such service and tenure being substantiated and verified utilizing the submission by the person requesting the bonus of the Report of Separation, DD-214 issued by the Defense Department. Any person, who received such a bonus incentive payment and who leaves his/her employment with the South Bend Police Department before his/her one (1) year anniversary with the Department, shall be required to pay back to the South Bend Police Department any and all bonus monies received under this program.

2. *Police Officer Recruitment Bonus Program for Recruiting Former U.S. Military Service Member.* Any City of South Bend Employee, who verifiably assists in the recruitment and hiring of any new full-time sworn police officer who is a former U.S. military service member is eligible for a one-time bonus payment of five hundred dollars (\$500.00). Said bonus would only be processed for payment upon the following conditions being met:
 - i. The former U.S. military service member who is a police officer candidate successfully completed a Law Enforcement Training Board-certified 40-hour Pre-Basic Course, and is hired as a full-time sworn member of the South Bend Police Department;
 - ii. Verification of the sworn member's recruitment activities and their timely completion of all required forms with the South Bend Police Department;
 - iii. The former U.S. military service member who is a police officer candidate completed the annual mandatory training program addressing domestic violence, use of force training, firearms training, and emergency vehicle operations training; and
 - iv. All Police Department regulations governing this program must have been complied with by the City of South Bend Employee in order for them to be qualified and eligible to be paid under this program.
3. *Former U.S. Military Retention Incentive Program.* The South Bend Police Department Former U.S. Military Retention Incentive Program which originally became effective January 1, 2015, shall continue in full force and effect. In order to be eligible, a sworn member of the Department who has prior active duty service with the Armed Services and received an

Honorable Discharge from a branch of the U.S. military, must have successfully completed at least one (1) year of full-time service on the Department and must have completed the annually mandatory training program addressing domestic violence, fire arms training and emergency vehicle operations training, and provide documentation as required by this section with qualified sworn members being entitled to the following:

<u>Service Length</u>	<u>2026</u>
Two (2) years of past U.S. military active duty service	\$450
Four (4) years of past U.S. military active duty service	\$600
Six (6) or more years of past U.S. military active duty service	\$850

Such bonus incentive retention payments shall be paid at the highest year of U.S. military active duty service experience only. Proof of such U.S. military service and tenure must be substantiated and verified by utilizing the Report of Separation, DD-214 issued by the Defense Department. Qualifying sworn members shall be paid said bonus in December of each calendar year.

4. Police Recruitment Relocation to South Bend Incentive. Any new full-time sworn member of the South Bend Police Department who is employed after January 1, 2015, would be eligible to apply for a Police Recruitment Relocation to South Bend Incentive, so long as their new personal residential address is located within the South Bend City limits. This relocation bonus may not exceed two thousand dollars (\$2,000.00) for each qualifying full-time sworn member in each calendar year.

Section III. Additional Areas of Compensation.

- (a) Maximum Amounts. All monetary amounts set forth in this ordinance shall be the maximum amounts permitted in each calendar year addressed.
- (b) City Residency Incentives. Sworn members and officers of the South Bend Police Department, who establish verified legal residence within any neighborhood within the City of South Bend city limits and reside on a continuous permanent basis within the South Bend city limits, and comply any additional department governing regulations on this topic shall be entitled to the following residency incentive bonus:

2026: \$ 3,500.00 maximum payable on or before December 15, 2026

- (c) Court Time Pay: If an officer or sworn member of the South Bend Police Department appears under subpoena, court order, or at the request of City Legal during off-duty hours before any court, administrative body (i.e. civil, probate, Board of Public Safety, Alcohol Beverage Board, etc.), or at the County Prosecutor's Office to validate a complaint or warrant pertaining to incidents investigated by such officer as a result of their duty assignment, whether civil or criminal in nature, excepting only disciplinary matters in which the officer concerned is the accused, said officer shall receive overtime pay. Such court time shall be paid at two (2) times the officer's regular rate of pay.

1. When such appearance is in-person or requires the officer's testimony under oath, the officer shall receive a minimum of four (4) hours of pay for appearing on their scheduled day off; and a minimum of two (2) hours of pay for appearing when off-duty on a regular scheduled work day.
 2. For all other appearances, such as virtual (by phone, computer, or other electronic means), the officer shall receive a minimum of one (1) hour of pay for appearing on their scheduled day off or when off-duty on a regular scheduled work day.
 3. Officers regularly assigned to the third detail, who are not otherwise on-duty, shall receive a minimum of:
 - i. Four (4) hours of pay when such appearance is in-person or requires the officer's testimony under oath.
 - ii. Two (2) hours of pay for all other appearances.
- (d) Overtime Pay: If a sworn member is required to remain on duty in excess of the regularly scheduled workday, they shall be entitled to overtime pay. Such sworn member shall be paid at the rate of two (2) times his or her regular rate of pay. Overtime shall be calculated by quarter-hour increments, except as provided in the next section (e).
- (e) Critical Duty Day Pay Stipend: A critical duty day pay stipend is continued in the amount of two hundred and fifty dollars (\$250.00). There shall be eight (8) Critical Duty Days established by the Board of Public Safety by proper Board Resolution. Officers and sworn members assigned to the Special Victim's Unit or the South Bend Community School Corporation, while so assigned, shall not be eligible for the Critical Duty Day pay stipend, while working as a part of their regular duty assignments.
- (f) Shift Premium Pays: An officer or sworn member scheduled to work and permanently assigned to any of the following types of detail shall be entitled to the following shift premium pays for such work:

<u>Type of Detail</u>	<u>2026</u>
Second Detail [Afternoons]	\$2,200
Third Detail [Midnights]	\$3,000
Detective Bureau [Evenings]	\$1,200

- (g) Special Duty Pays: An officer or sworn member who is qualified and scheduled to work in special hazardous duty and/or highly specialized areas of service, shall be entitled to receive Special Duty Pay for such assigned and designated specialties:

<u>Type of Special Duty</u>	<u>2026</u>
Strategic Focus Unit	\$2,100
K-9 Unit	\$1,200
SWAT	\$1,200
Bomb Technician	\$1,200
Hostage / Crisis Negotiator	\$1,000
Uniform Crime Scene Technician	\$1,000
Homicide Crime Scene Technician	\$200
Patrol Shift Supervisory Sergeant Pro-Pay	\$450
Rapid Response (RRT)	\$450
Diagrammer	\$700

Detective Bureau – Violent Crimes	\$1,200
Detective Bureau – Major Crimes	\$500
Traffic (TDO, FACT)	\$500

- (h) Limited English Proficiency (LEP) Specialty Pay and Sign Language Proficiency Incentive Pay: A Limited English Proficiency (LEP) Pay Program and a Sign Language Proficiency Incentive Pay Program, overseen by the City's Human Resources Director or their designee, who shall monitor the Department's requirements. All qualifying sworn members who meet the requirements and who are regularly assigned to perform such duties shall be paid the following specialty pay in a lump sum in the last payroll in December of each year of such assignment:

<u>Type of Special Pay</u>	<u>2026</u>
Limited English Proficiency (LEP)	\$400
Sign Language Proficiency	\$400

with such incentive program payments being limited to the total yearly amount budgeted for the same.

- (i) Field Training Officer (FTO) Pay: A qualified Field Training Officer (FTO) shall be entitled to FTO day for each day which such person is qualified, assigned and performs field training activities with new recruits.

	<u>2026</u>
FTO Daily Rate	\$50

- (j) Division Chief Stipend: The Chief of Police may assign one (1) Division Chief to be "acting Chief" when they are unavailable. Said Division Chief shall receive a stipend of one thousand dollars (\$1,000.00) per year.

- (k) Annual Cash Allowance: Officers and sworn members shall receive the following annual cash allowance amounts to be paid each year in December:

	<u>2026</u>
Annual Cash Allowance	\$500

- (l) Longevity Pays: Qualifying officers and sworn members holding the rank of Patrolman First Class and above, shall receive addition compensation in recognition of cumulative service on the South Bend Police Department. Such longevity pays shall be paid in the following amounts in each year:

<u>Cumulative Years of Service on SBPD</u>	<u>Commencement Date</u>	<u>2026</u>
2 – 3 years	Beginning 3 rd year	\$500
4 – 9 years	Beginning 5 th year	\$2,000
10 – 14 years	Beginning 11 th year	\$3,500
15 – 19 years	Beginning 16 th year	\$5,000
20 – 24 years	Beginning 21 st year	\$6,500
25+ years	Beginning 26 th year	\$11,000

- (m) Tuition Reimbursement: Qualifying officers and sworn members of the South Bend Police Department who participate in the Tuition Reimbursement Program shall be entitled to the following maximum dollar amount(s) for approved course tuition:

<u>Course Grade</u>	<u>Maximum Amount Reimbursed by the City of South Bend</u>
A	100% of tuition costs only up to a maximum of \$1,500
B	75% of tuition costs only up to a maximum of \$1,000
C	50% of tuition costs only up to a maximum of \$500

Officers and sworn members who wish to participate in this program must give notice to the Services Division Chief prior to registering for a course which has tuition fees, so that funds may be allocated for potential tuition reimbursement on a “first come, first serve” basis up to the maximum amount budgeted for such purposes for each calendar year by the Common Council. Tuition reimbursement shall be limited to a maximum reimbursement amount of two thousand five hundred dollars (\$2,500.00) per calendar year to any officer or sworn member participating in the program. All governing regulations must be complied with by any officer or sworn member who participates in the program as a condition of being paid any tuition reimbursement.

- (n) Voluntary Physical Fitness Program: The Common Council continues the authorization previously set forth in Ordinance No. 10042-10, Ordinance No. 10192-12, Ordinance No. 10332-14, and Ordinance No. 10472-16 to implement a voluntary physical fitness program, which may have the potential of any officer and/or sworn member of the South Bend Police Department who qualifies under the governing policies and procedures implemented by the Department to earn up to a maximum of one (1) personal day per calendar year. Such personal day may not be used if such usage results in overtime costs to the City.
- (o) On-Call Duty Pays: Each of the following On-Call Duty Pay categories shall be allotted six hundred fifty dollars (\$650.00) per category per year, and shall be divided among the assigned police officers in each of these categories. Such division of pay shall be determined according to the frequency of assigned on-call days in the respective category and shall be paid on a quarterly basis. The On-Call Duty Pay categories are as follows:

All on-call officers assigned to the Detective Bureau
Traffic On-Call Diagrammer
Traffic On-Call Duty Officer

- (p) Life Insurance: The City of South Bend shall continue to provide life insurance coverage on all sworn members and officers of the South Bend Police Department in an amount equal to the amount of the sworn member’s and officer’s base pay.
- (q) Health Insurance: Each active sworn member and upper level policy makers who are also referred to as officers of the South Bend Police Department who has met the eligibility requirements shall have the opportunity to participate in the City’s comprehensive major medical insurance program. The contribution of such individuals shall be no greater than the contribution of other City employees receiving the same benefits, and the level of benefits shall be no less than the level for other City employees.

Benefits for qualifying police pensioners shall not begin until such pensioner or dependent spouse of such pensioner meets the State minimum standards for pension eligibility and immediately able to draw a pension, and shall cease when such pensioner, or the dependent spouse of such pensioner, reaches

sixty-five (65) years of age or become Medicare-eligible, as further addressed in the 2026 Working Agreement, to be approved by the Board of Public Safety.

Section IV. Severability.

If any part, section, subsection, paragraph, sentence, clause or phrase of this ordinance is for any reason declared to be unconstitutional or otherwise invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section V. Effective Date.

This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor.

Canneth Lee Council President
South Bend Common Council

Attest:

Bianca Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the _____ day of _____, 2025, at _____ o'clock ____ m.

Bianca Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the _____ day of _____, 2025, at ____ o'clock ____ m

James Mueller, Mayor
City of South Bend, Indiana

69-25



City of South Bend **PLAN COMMISSION**

County-City Building
227 W. Jefferson Blvd. 1400S
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

October 8, 2025

Honorable Committee Chair Davis
4th Floor, County-City Building
South Bend, IN 46601

RE: 1011 HOWARD ST – PC#0286-25

Filed in Clerk's Office

Oct 8, 2025

Bianca Tirado
City Clerk, South Bend, IN

Dear Committee Chair Davis:

Enclosed is an Ordinance for the proposed Zone Map Amendment at the above referenced location. Please include the attached Ordinance on the Council agenda for first reading at your October 13, 2025, Council meeting, and set it for public hearing at your October 27, 2025, Council meeting. The petition is tentatively scheduled for public hearing at the October 20, 2025, South Bend Plan Commission meeting. The recommendation of the South Bend Plan Commission will be forwarded to the Office of the City Clerk by noon on the day following the public hearing.

The petitioner provided the following to describe the proposed project:

The purpose of this rezoning is to allow for the subdivision of property and construction of four single-family homes.

If you have any questions, please feel free to contact our office.

Sincerely,

Tim Staub
Zoning Specialist

CC: Bob Palmer

Tim Corcoran
Planning Director

Brian Killen
Zoning Administrator

Scott Ford
Commission President

Oct 8, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 69-25

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED
1011 HOWARD ST COUNCILMANIC DISTRICT NO. 4 IN THE CITY OF SOUTH
BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

The purpose of this rezoning is to allow for the subdivision of property and construction of four single-family homes.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. Ordinance No. 10689-19, which ordinance is commonly known as the Zoning Ordinance of the City of South Bend, Indiana, be and the same hereby amended in order that the zoning classification of the following described real estate in the City of South Bend, St. Joseph County, State of Indiana:

LOT B OF SORRIN'S SECTION ADDITION LOT LINE ADJUSTMENT, THE PLAT OF WHICH IS RECORDED BY INSTRUMENT NO.2023-27497, IN THE OFFICE OF RECORDER OF ST. JOSEPH COUNTY, INDIANA.

CONTAINING 0.46 ACRES MORE OR LESS.

SUBJECT TO ALL LEGAL HIGHWAYS, EASEMENTS AND RESTRICTIONS OF RECORD.

be and the same is hereby established as URBAN NEIGHBORHOOD 1 (U1)

SECTION II. This ordinance is and shall be subject to commitments as provided by Chapter 21-12.07(f)(7) Commitments, if applicable.

SECTION III. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at ____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana

Petition for Rezoning or Combined Public Hearing

Property Information

Tax Key Number: 018-5105-3686, 018-5105-3687, and 018-5105-3688

Address: 1007 Howard; and 1006 and 1018 Frances

Owner: University of Notre Dame Du Lac

Legal Description:

LOTS A, B, AND C OF SORRIN'S SECTION ADDITION LOT LINE ADJUSTMENT, THE PLAT OF WHICH IS RECORDED BY INSTRUMENT NO.2023-27497, IN THE OFFICE OF RECORDER OF ST. JOSEPH COUNTY, INDIANA.

Project Summary

The proposed rezoning is to allow for the subdivision of the property and construction of four single-family homes.

Filed in Clerk's Office

Oct 8, 2025

Bianca Tirado
City Clerk, South Bend, IN

Requested Action

Application includes (check all that apply)

☒ Rezoning

Current District: U1 Urban Neighborhood 1

NC Neighborhood Center

Proposed District U1 Urban Neighborhood 1

Additional Districts, if applicable

The Plan Commission and Council will consider the following in the review of a rezoning petition:

- (1) The comprehensive Plan;
- (2) Current conditions and the character of the current structures and uses in each district;
- (3) The most desirable use for which the land in each district is adapted;
- (4) The conservation of property values throughout the jurisdiction; and
- (5) Responsible development and growth.

☒ Subdivision – complete and attach subdivision application

☐ Special Exception – complete and attach Criteria for Decision Making

Use requested: _____

☐ Variance(s) - List variances below, complete and attach Criteria for Decision Making

Variance(s) requested: _____

Required Documents

- ☐ Completed Application (including Contact Information)
- ☐ Site Plan drawn to scale
- ☐ Filing Fee
- ☐ Additional documents as noted above

Contact information

Property owner(s) of the petition site:

Name: University of Notre Dame Du Lac

Address: 415 Main Building
Notre Dame, IN 46556

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person:

Name: Jones Petrie Rafinski - Attn: Angela Smith

Address: 325 S. Lafayette Blvd.
South Bend, IN 46601

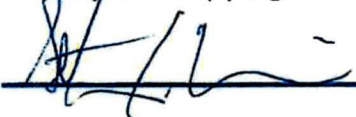
Phone Number: 574-232-4388

E-mail: asmith@jpr1source.com

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures:

 _____

Stephen Condrin, Asst. Vice President
of Real Estate Strategy _____

City of South Bend
PLAN COMMISSION

227 W. Jefferson - Suite 1400S
South Bend, IN 46601
zoning@southbendin.gov

Subdivision Application

Property Information

Tax Key Number: 018-5105-3686, 018-5105-3687, and 018-5105-3688

Project Summary

Subdivision Name: _____

Total Area of Subdivision: _____ Number of Buildable Lots: 4

Average Lot Size: _____ Number of Lots in original plat: 3

Linear Feet of New Streets: 0'

Requested Action

Application includes (check all that apply)

☒ Subdivision

Subdivision Type: Minor Subdivision

☐ Waivers from Chapter 21-11 - List waivers below

☒ Rezoning – complete and attach rezoning application

☐ Special Exception – complete and attach Criteria for Decision Making

Use requested: _____

☐ Variance(s) - List variances below, complete and attach Criteria for Decision Making

Variance(s) requested: _____

Required Documents

- ☐ Completed Application
- ☐ Plat Containing all information shown on pages 3 and 4 of this application
- ☐ Proof of Ownership
- ☐ Filing Fee
- ☐ Additional documents as noted above
- ☐ Approved drainage plan verification (for major subdivision only)

FRANCES-HOWARD MINOR SUBDIVISION
BEING A REPLAT OF LOTS A, B, AND C, OF BORRIS SECOND ADDITION LOT LINE
ADJUSTMENT, LOCATED IN THE NORTH-EAST QUARTER OF
SECTION 1, TOWNSHIP 37 NORTH, RANGE 2 EAST, CITY OF SOUTH BEND, PORTAGE
TOWNSHIP, ST. JOSEPH COUNTY, INDIANA

LEGAL DESCRIPTION

LOTS A, B, AND C OF BORRIS SECOND ADDITION LOT LINE ADJUSTMENT, THE PLAT OF WHICH IS RECORDED IN INSTRUMENT NO. 2023-07497, IN THE OFFICE OF THE RECORDER OF ST. JOSEPH COUNTY, INDIANA, CONTAINING 0.77 ACRES, MORE OR LESS.

DEED OF DEDICATION

WE, THE UNDERSIGNED, OWNER(S) OF THE REAL ESTATE SHOWN AND DESCRIBED HEREIN, DO HEREBY LAY OFF, PLAT AND SUBDIVIDE SAID REAL ESTATE IN ACCORDANCE WITH THE REQUIREMENTS OF THE SUBDIVISION CONTROL ORDINANCE OF THE CITY OF SOUTH BEND, INDIANA. THIS SUBDIVISION SHALL BE KNOWN AND DESIGNATED AS FRANCES-HOWARD MINOR SUBDIVISION. ALL STREETS, RIGHTS-OF-WAY, ALLEYS, FUTURE ROADWAY EASEMENTS AND PUBLIC OPEN SPACES SHOWN AND NOT HEREIN BEFORE DEDICATED NOW ARE HEREBY DEDICATED TO THE PUBLIC FOR THE USES DESIGNATED HEREIN. THE AREA OF GROUND DESIGNATED ON THIS PLAT AND MARKED AS "EASEMENTS" ARE RESERVED FOR THE USES AS DESIGNATED BY THE UTILITIES AND INCLUDE, BUT ARE NOT LIMITED TO, THE INSTALLATION OF WATER AND SEWER MAINS, POLLS, DUCTS, LINES AND WIRES, DRAINAGE FACILITIES, AND ACCESS PRESENT OR FUTURE DEVELOPMENT, SUBJECT AT ALL TIMES TO THE PROPER AUTHORITIES AND TO THE EASEMENT. HEREIN RESERVED. NO PERMANENT OR OTHER STRUCTURES ARE TO BE ERRECTED OR MAINTAINED UPON SAID STRIPS OF LAND, BUT DIVISION OF LOTS IN THIS SUBDIVISION SHALL TAKE THEIR TITLE SUBJECT TO THE RIGHTS OF THE PUBLIC UTILITIES, AND TO THE RIGHTS OF THE OWNERS OF OTHER LOTS IN THIS SUBDIVISION.

OWNER'S CERTIFICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS THE OWNER OF PROPERTY HEREIN DESCRIBED IN THE ABOVE CAPTION, AND HAVE CAUSED THE SAME TO BE SURVEYED AND SURVEYED AS INDICATED THEREON, FOR THE USES AND PURPOSES THEREIN SET FORTH, THEREON INDICATED.

DATED THIS _____ DAY OF _____, 2023.

THOMAS GROCIOCK, VICE PRESIDENT FOR FINANCE
UNIVERSITY OF NOTRE DAME DU LAC

NOTARY PUBLIC CERTIFICATE

STATE OF INDIANA)
COUNTY OF ST. JOSEPH) SS:
BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____ AND
ACKNOWLEDGED THE EXECUTION OF THIS INSTRUMENT.

WITNESS MY HAND AND SEAL THIS _____ DAY OF _____, 2023.

NOTARY PUBLIC, RESIDING IN _____ COUNTY
MY COMMISSION EXPIRES _____

CERTIFICATE OF APPROVAL:

PURSUANT TO INDIANA CODE SECTION 36-7-4, THE UNDERSIGNED CERTIFY THAT THE FRANCES-HOWARD MINOR SUBDIVISION WAS CONSIDERED AND GRANTED SECONDARY APPROVAL BY THE SOUTH BEND PLANNING COMMISSION ON _____ DETERMINING THAT THE SAID SUBDIVISION COMPLIES WITH THE STANDARDS SET FORTH IN THE CITY OF SOUTH BEND SUBDIVISION CONTROL ORDINANCE.

IN WITNESS WHEREOF, WE HAVE ATTACHED OUR SIGNATURE AND THE COMMISSION'S SEAL HEREUPON:

THOMAS GROCIOCK SECRETARY OF THE COMMISSION

Legend

P.O.C. POINT OF COMMENCEMENT
P.C.B. POINT OF BEGINNING
a. EXISTING MONUMENT (DIRECTION UNKNOWN UNLESS OTHERWISE NOTED)
o. 5/8" CAPTIVE REBAR SET (BARNES 20200084)
x. 1/4" GALVANIZED SPIRE FOUND

SURVEYOR
JONES PETRE RAPPINSKI
538 SOUTH LAFAYETTE BLVD.
SOUTH BEND, IN 46801
574-323-6386
WWW.JPR1SOURCE.COM

SUBDIVIDER
UNIVERSITY OF NOTRE DAME DU LAC
415 MAIN BUILDING
NOTRE DAME, IN 46556

NOTES:

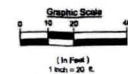
1. TOTAL AREA OF SUBDIVISION: 0.78 ACRES
2. ENGINEERING REPORT: ALL LOTS SHALL BE SERVICED BY CITY OF SOUTH BEND MUNICIPAL SANITARY SEWER AND WATER.
3. ACCORDING TO THE 1987 U.S. DEPARTMENT OF THE INTERIOR, FISH AND WILDLIFE SERVICE, INVENTORY MAPS, THERE ARE NO WETLANDS LOCATED ON THE SUBJECT PROPERTIES.
4. THERE ARE NO ENCROACHMENTS OF EXISTING PERMANENT STRUCTURES UPON LOTS LINES, BUILDING SETBACKS, OR EASEMENTS BEING CREATED IN THE PLATTING OF THIS SUBDIVISION.
5. BUILDING SETBACK LINES SHALL CONFORM TO THE APPLICABLE PROVISIONS OF THE CITY OF SOUTH BEND ZONING ORDINANCE.
6. ALL NEW LOT CORNERS AND COMMON LOT CORNERS WITHOUT FOUND MONUMENTS WILL BE MARKED WITH 5/8" CAPTIVE REBAR, 24 INCHES IN LENGTH, WITH A PLASTIC CAP MARKED "BARNES 20200084".
7. THIS PROPERTY IS NOT LOCATED WITHIN THE FLOODPLAIN AS PER INFORMATION OBTAINED FROM FLOOD INSURANCE RATE MAP, NATIONAL FLOOD INSURANCE PROGRAM, COMMUNITY PANEL NUMBER 184102020, EFFECTIVE DATE JANUARY 8, 2011, ZONE X AREA OF MINIMAL FLOOD HAZARD.

SURVEYOR'S CERTIFICATE

I, JEFFREY S. BARNES, HEREBY CERTIFY THAT I AM A LAND SURVEYOR LICENSED IN COMPLIANCE WITH THE LAWS OF THE STATE OF INDIANA, THAT ALL THE MONUMENTS WILL BE INSTALLED IN ACCORDANCE WITH THE PRESCRIPTIONS OF THE PLATTING ORDINANCE, AND THAT THEIR LOCATION, SIZE, TYPE AND MATERIAL, ARE ACCURATELY SHOWN. THIS PLAT IS IN ACCORDANCE WITH TITLE 36, ARTICLE 1, CHAPTER 12 OF THE INDIANA ADMINISTRATIVE CODE WITH THE LINES OF THIS PLAT CONFORMING TO A SURVEY MADE BY BARNES-FRANK AND ASSOCIATES, INC., PROJECT NO. 20230330 DATED SEPTEMBER 15, 2023 AND BEING RECORDED NOVEMBER 21, 2023 IN THE OFFICE OF THE RECORDER OF ST. JOSEPH COUNTY, INDIANA IN INSTRUMENT NO. 2023-07497.

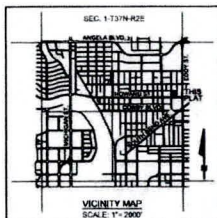
I AFFIRM, UNDER THE PENALTIES FOR PERJURY, THAT I HAVE TAKEN REASONABLE CARE TO REDACT EACH SOCIAL SECURITY NUMBER IN THIS DOCUMENT, UNLESS REQUIRED BY LAW.

Jeffrey S. Barnes
J. S. BARNES, P.E. 20230330



SHEET 1 OF 1

		JONES PETRE RAPPINSKI 538 SOUTH LAFAYETTE BLVD. SOUTH BEND, IN 46801 574-323-6386 WWW.JPR1SOURCE.COM	
UNIVERSITY OF NOTRE DAME DU LAC 415 MAIN BUILDING NOTRE DAME, IN 46556		UNIVERSITY OF NOTRE DAME DU LAC 415 MAIN BUILDING NOTRE DAME, IN 46556	
DATE: 08/25/2023		CHECKED BY: RBA	
PROJECT: FRANCES-HOWARD MINOR SUBDIVISION		SHEET: 1 OF 1	
LOCATION: NE 1/4 SEC. 1-T37N-R2E, PORTAGE TWP.		X-3306P	



STREET CLASSIFICATION

FRANCES STREET (82.5' R/W) LOCAL
HOWARD STREET (82.5' R/W) LOCAL

NOTES:

1. TOTAL AREA OF SUBDIVISION: 0.78 ACRES;
2. ENGINEERING REPORT: ALL LOTS SHALL BE SERVICED BY CITY OF SOUTH BEND MUNICIPAL SANITARY SEWER AND WATER.
3. ACCORDING TO THE 1987 U.S. DEPARTMENT OF THE INTERIOR, FISH AND WILDLIFE SERVICES, INVENTORY MAPS, THERE ARE NO WETLANDS LOCATED ON THE SUBJECT PROPERTIES.
4. THERE ARE NO ENCROACHMENTS OF EXISTING PERMANENT STRUCTURES UPON LOTS LINES, BUILDING SETBACKS, OR EASEMENTS BEING CREATED IN THE PLATTING OF THIS SUBDIVISION.
5. BUILDING SETBACK LINES SHALL CONFORM TO THE APPLICABLE PROVISIONS OF THE CITY OF SOUTH BEND ZONING ORDINANCE.
6. ALL NEW LOT CORNERS AND COMMON LOT CORNERS WITHOUT FOUND MONUMENTS WILL BE MARKED WITH 5/8\"
7. THIS PROPERTY IS NOT LOCATED WITHIN THE FLOODPLAIN AS PER INFORMATION OBTAINED FROM FLOOD INSURANCE RATE MAP, NATIONAL FLOOD INSURANCE PROGRAM, COMMUNITY FLOOD NUMBER: 18141C0030, EFFECTIVE DATE: JANUARY 6, 2011, ZONE X, AREA OF MINIMAL FLOOD HAZARD.

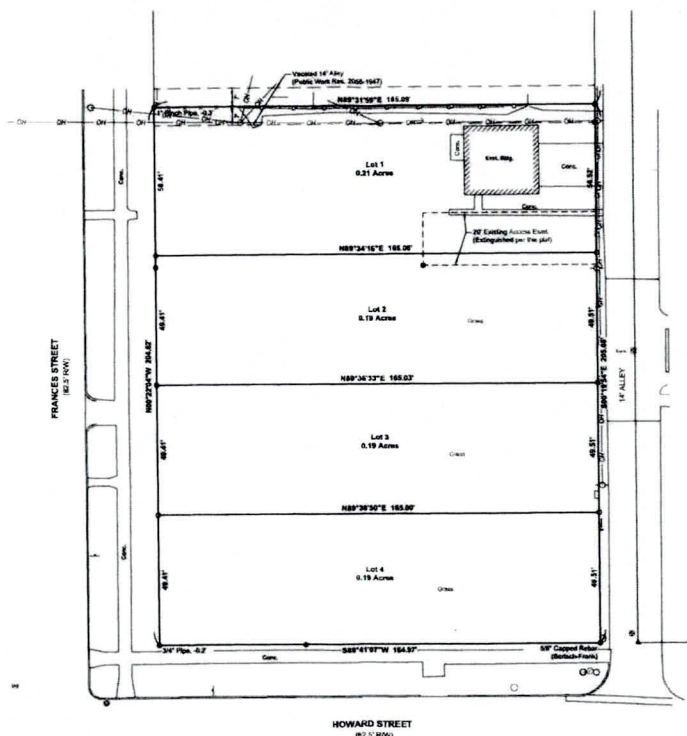
Legend

- EXISTING MONUMENT (ORIGIN UNKNOWN UNLESS OTHERWISE NOTED)
- 3/4\"
- △ IRON NAIL FOUND
- FL MIN. FLUSH WITH GROUND
- 0.1 ELEV. OF MON. ABOVE GROUND (TYP.)
- IRON MANHOLE
- 18\"
- ELECTRIC METER
- ELECTRIC PEDESTAL
- 5/8\"
- LIGHT POLE
- POWER POLE
- WATER VALVE
- SIGN
- STOP SIGN
- OVERHEAD LINE
- WOOD FENCE
- CHAIN LINK (TYP.) FENCE
- OTHER FENCE

FRANCES-HOWARD MINOR SUBDIVISION BEING A REPLAT OF LOTS A, B, AND C, OF SORIN'S SECOND ADDITION LOT LINE ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 1, TOWNSHIP 37 NORTH, RANGE 2 EAST, CITY OF SOUTH BEND, PORTAGE TOWNSHIP, ST. JOSEPH COUNTY, INDIANA

LEGAL DESCRIPTION

LOTS A, B, AND C OF SORIN'S SECOND ADDITION LOT LINE ADJUSTMENT, THE PLAT OF WHICH IS RECORDED IN INSTRUMENT NO. 2023-27407, IN THE OFFICE OF THE RECORDER OF ST. JOSEPH COUNTY, INDIANA, CONTAINING 0.77 ACRES, MORE OR LESS.

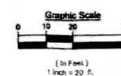


SURVEYOR'S CERTIFICATE

I, JEFFREY S. BARNES, HEREBY CERTIFY THAT I AM A LAND SURVEYOR, LICENSED IN COMPLIANCE WITH THE LAWS OF THE STATE OF INDIANA, THAT ALL THE MONUMENTS WILL BE INSTALLED IN ACCORDANCE WITH THE PROVISIONS OF THE PLATTING ORDINANCE, AND THAT THEIR LOCATION, SIZE, TYPE AND MATERIAL ARE ACCURATELY SHOWN. THIS PLAT IS IN ACCORDANCE WITH TITLE 36, ARTICLE 1, CHAPTER 12 OF THE INDIANA ADMINISTRATIVE CODE WITH THE LINES OF THIS PLAT CONFORMING TO A SURVEY MADE BY WITTECHANK AND ASSOCIATES, INC., PROJECT NO. 2234-202 DATED SEPTEMBER 15, 2023 AND BEING RECORDED NOVEMBER 21, 2023 IN THE OFFICE OF THE RECORDER OF ST. JOSEPH COUNTY, INDIANA IN INSTRUMENT NO. 2023-27497.

I AFFIRM, UNDER THE PENALTIES FOR PERJURY, THAT I HAVE TAKEN REASONABLE CARE TO REDACT EACH SOCIAL SECURITY NUMBER IN THIS DOCUMENT, UNLESS REQUIRED BY LAW.

Jeffrey S. Barnes
J. S. BARNES, P.S. 2020004 DATE: 10/26/2023



SHEET 1 OF 1

SURVEYOR
JONES PETRE MAPWORKS
325 SOUTH LAYETTE BLVD.
SOUTH BEND, IN 46601
574-224-4388
WWW.JPMSOURCE.COM

SUBDIVIDER
UNIVERSITY OF NOTRE DAME DU LAC
415 MAIN BUILDING
NOTRE DAME, IN 46556

	JONES PETRE MAPWORKS 325 SOUTH LAYETTE BLVD. SOUTH BEND, IN 46601 574-224-4388 WWW.JPMSOURCE.COM		South Bend, IN 46601 574-224-4388 574-224-4388
	CLIENT UNIVERSITY OF NOTRE DAME DU LAC 415 MAIN BUILDING NOTRE DAME, IN 46556 574-224-4388		
OWNER UNIVERSITY OF NOTRE DAME DU LAC 415 MAIN BUILDING NOTRE DAME, IN 46556	10/26/2023 JPB JPB Registered 2023-27497 SCALE: 1" = 20' LOCATION: JPB DATE: 10/26/2023 DATE: 10/26/2023 CHECKED BY: JPB JOB NO: 2023-01682 PROJ: FRANCES-HOWARD MINOR SUBDIVISION DESG: SUPPORT DATA SHEET LOC: NE 1/4 SEC. 1, T37N-R2E, PORTAGE TWP.		
	X-3309SDS		



City of South Bend PLAN COMMISSION

City Hall
215 S. Dr. Martin Luther King, Jr. Blvd.
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

Filed in Clerk's Office

Tuesday, October 21, 2025

Oct 21, 2025

South Bend Common Council
215 S. Dr. Martin Luther King, Jr. Blvd.
South Bend, IN 46601

Bianca Tirado
City Clerk, South Bend, IN

Re: Bill# 69-25 - A proposed ordinance of UNIVERSITY OF NOTRE DAME DU LAC to zone from NC Neighborhood Center to U1 Urban Neighborhood 1, property located at 1011 HOWARD ST, City of South Bend - PC# 0286-25

Dear Council Members:

I hereby Certify that the above referenced ordinance of UNIVERSITY OF NOTRE DAME DU LAC was not legally advertised on October 10, 2025 and that the South Bend Plan Commission at its public hearing on October 20, 2025 took the following action:

Upon a motion by Sarah Barber, being seconded by Tyler Gillean and unanimously carried, a proposed ordinance of UNIVERSITY OF NOTRE DAME DU LAC to zone from NC Neighborhood Center to U1 Urban Neighborhood 1, property located at 1011 HOWARD ST, City of South Bend is **TABLED**.

The staff report is attached. The deliberations of the Plan Commission and points considered in arriving at the above decision are shown in the minutes of the public hearing. Minutes of the public hearing are available in our office and will be posted on our website once approved.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Killen".

Brian Killen
Zoning Administrator

Attachment
CC: Bob Palmer

Tim Corcoran
Planning Director

Brian Killen
Zoning Administrator

Francisco Fotia
Commission President

Property Information

Location: 1011 HOWARD ST
Owner: UNIVERSITY OF NOTRE DAME DU LAC

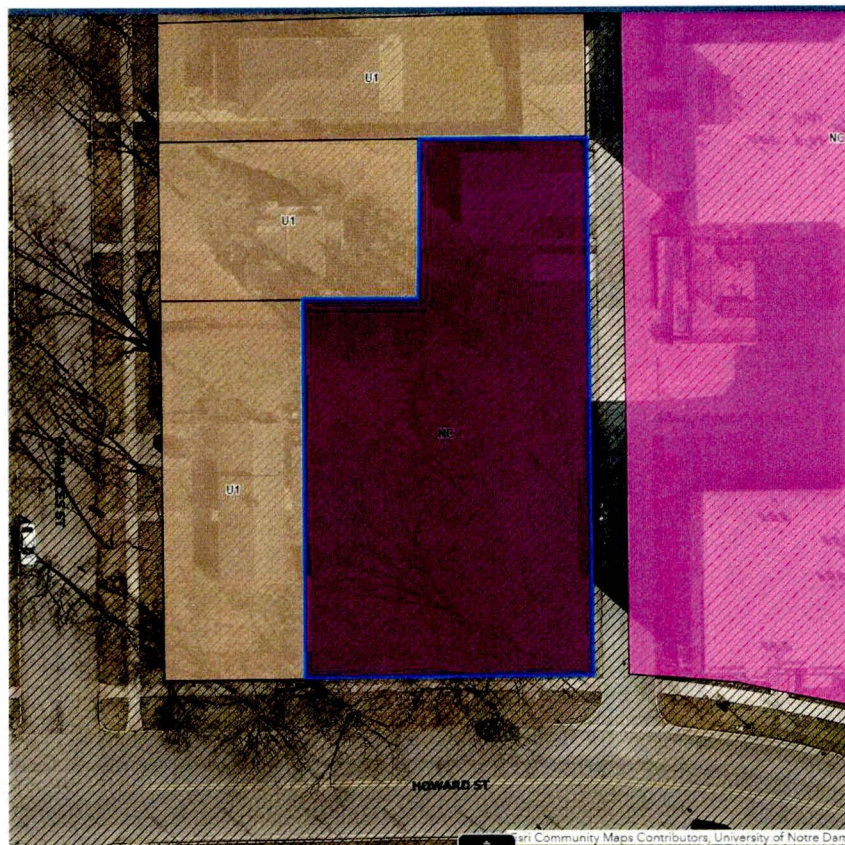
Requested Action

Rezone from NC Neighborhood Center to U1 Urban Neighborhood 1

Project Summary

Rezone a .46 acre parcel.

Location Map



Recommendation

Staff Recommendation: Based on information available prior to the public hearing, the Staff recommends the Plan Commission send the rezoning petition to the Common Council with a favorable recommendation.

[illegible]

Site & Context

Land Uses and Zoning:

On site: Vacant land except for one accessory structure (garage).
 North: A one unit dwelling zoned Urban Neighborhood 1 (U1)
 East: Stacked flats zoned Neighborhood Center (NC)
 South: Townhouses zoned Neighborhood Center (NC)
 West: One unit dwellings zoned Urban Neighborhood 1 (U1)

District Intent:

The U1 District is established to provide for, promote, and maintain urban neighborhoods located in core and outlying areas of the City.

Site Plan Description:

Subdivide the property into four lots for one unit dwellings.

Zoning and Land Use History and Trends:

This area has been used for low density residential since single-family houses were built sometime between 1917 and 1945. A house stood on the property until around 2007, when the first demolition occurred. Presently, the southern end of the block is vacant except for one remaining accessory building.

Traffic and Transportation Considerations:

Howard Street is a two lane collector with on-street parking. Frances Street is a two lane local with on-street parking with residential permit limitations. A public alley is accessible from Howard Street.

Agency Comments

Agency Comments:

None
 None

Staff Comments:

The Northeast Neighborhood Plan identifies this area as the Frances Street - Napoleon Street Area and a transition zone from the higher density Eddy Street Commons to the lower density residential development to the west. While the plan's future zoning map designates this parcel as U2, keeping this area low to medium density with U1 would not be inconsistent with the neighborhood plan.

Criteria for Decision Making

Rezoning

Per State Law, the Plan Commission and Common Council shall pay reasonable regard to:

1. Comprehensive Plan:

Policy Plan:

This petition is consistent with the Northeast Neighborhood Plan (2022). The Frances Street - Napoleon Street Area focus is for medium-density residential buildings that transition from Eddy Street Commons to one unit dwellings to the west.

Land Use Plan:

The Northeast Neighborhood Plan as adopted in 2022 identifies this area for medium density housing. The plan envisions this area as a transition in housing density from Eddy Street Commons to one unit dwellings west of Frances Street.

Plan Implementation/Other Plans:

The Northeast Neighborhood Plan (2022) seeks to allow a greater quantity and diversity in housing units. New housing should be carefully designed and located to support and positively influence neighborhood character.

2. Current Conditions and Character:

The property is located within the NNZO Northeast Neighborhood Zoning Overlay district which serves to encourage high-quality design of new buildings and site development that preserves and enhances the character of a traditional neighborhood.

3. Most Desirable Use:

The most desirable use, at this time, is a range of low to medium density residential housing types that will seamlessly fit in the established character of the neighborhood.

4. Conservation of Property Values:

Allowing for the continued use of the property as residential uses should increase property values throughout the area and encourage future residential development along this section of Howard Street.

5. Responsible Development and Growth:

It is responsible development and growth to allow for a variety of housing options within this neighborhood.

Analysis & Recommendation

Commitments: No commitments are proposed.

Analysis:

Rezoning the site to U1 will allow for residential growth and increased housing options in the neighborhood while not drastically changing the established character.

Recommendation:

Based on information available prior to the public hearing, the Staff recommends the Plan Commission send the rezoning petition to the Common Council with a favorable recommendation.

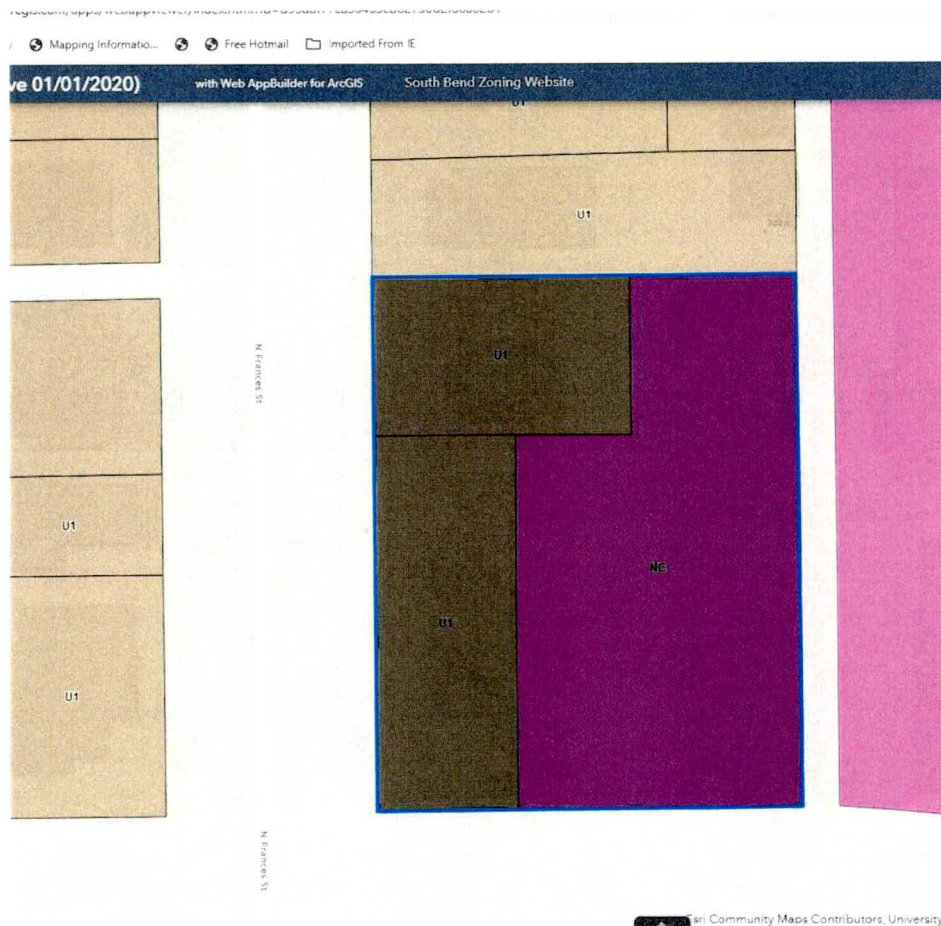
Property Information

Subdivision Name: **Frances-Howard Minor Subdivision**

Location: Northeast corner of Frances Street and Howard Street

Requested Action

The total area of the subdivision is 0.78 acres and will consist of 4 building lots.

Location Map

Recommendation

Staff Recommendation: The Staff has reviewed this subdivision and finds it complies with the requirements for Approval as specified by the South Bend Subdivision Control Ordinance. The Staff therefore recommends that this subdivision be granted Approval.

FRANCES-HOWARD MINOR SUBDIVISION
 BEING A REPLAT OF LOTS 6 & 7 OF BORDEN'S SECOND RESECTION LOT 10
 ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER OF
 SECTION 1, TOWNSHIP 31 NORTH, RANGE 2 EAST, CITY OF SOUTH BEND, PORTAGE
 TOWNSHIP, ST. JOSEPH COUNTY, INDIANA

LEGAL DESCRIPTION

THIS IS A COPY OF A CERTAIN RESECTION LOT 10 ADJUSTMENT, THE PLAT OF
 WHICH IS RECORDED IN PORTAGE MAP 10, IN THE OFFICE OF THE
 REGISTERED CLERK OF ST. JOSEPH COUNTY, INDIANA, CITY OF SOUTH BEND, IN
 1925.

DEED OF DEDICATION

THE UNDERSIGNED, TRUSTEES OF THE REAL, UTTERED BEHAVIOR (RECEIVED)
 BEING OF THE CITY OF SOUTH BEND, INDIANA, DO HEREBY CERTIFY THAT THE
 RESECTION LOT 10 ADJUSTMENT, BEING A REPLAT OF LOTS 6 & 7 OF BORDEN'S
 SECOND RESECTION LOT 10 ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER
 OF SECTION 1, TOWNSHIP 31 NORTH, RANGE 2 EAST, CITY OF SOUTH BEND,
 PORTAGE TOWNSHIP, ST. JOSEPH COUNTY, INDIANA, WAS HEREBY
 DEDICATED TO THE PUBLIC USE OF THE CITY OF SOUTH BEND, INDIANA,
 BY THE CITY OF SOUTH BEND, INDIANA, IN 1925, AND THE CITY OF SOUTH
 BEND, INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.
 THE CITY OF SOUTH BEND, INDIANA, HAS HEREBY ACCEPTED THE DEDICATION
 OF THE SAME, AND THE CITY OF SOUTH BEND, INDIANA, HAS HEREBY
 ACCEPTED THE DEDICATION OF THE SAME, AND THE CITY OF SOUTH BEND,
 INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.

OWNER'S CERTIFICATION

THIS IS TO CERTIFY THAT THE UNDERSIGNED, THE TRUSTEES OF THE
 REAL, UTTERED BEHAVIOR (RECEIVED) BEING OF THE CITY OF SOUTH BEND,
 INDIANA, DO HEREBY CERTIFY THAT THE RESECTION LOT 10 ADJUSTMENT,
 BEING A REPLAT OF LOTS 6 & 7 OF BORDEN'S SECOND RESECTION LOT 10
 ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 1,
 TOWNSHIP 31 NORTH, RANGE 2 EAST, CITY OF SOUTH BEND, PORTAGE
 TOWNSHIP, ST. JOSEPH COUNTY, INDIANA, WAS HEREBY DEDICATED TO
 THE PUBLIC USE OF THE CITY OF SOUTH BEND, INDIANA, BY THE CITY OF
 SOUTH BEND, INDIANA, IN 1925, AND THE CITY OF SOUTH BEND,
 INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.

NOTARY PUBLIC CERTIFICATE

STATE OF INDIANA,)
 COUNTY OF ST. JOSEPH,)
 I, _____,)
 DO HEREBY CERTIFY THAT THE UNDERSIGNED, THE TRUSTEES OF THE
 REAL, UTTERED BEHAVIOR (RECEIVED) BEING OF THE CITY OF SOUTH BEND,
 INDIANA, DO HEREBY CERTIFY THAT THE RESECTION LOT 10 ADJUSTMENT,
 BEING A REPLAT OF LOTS 6 & 7 OF BORDEN'S SECOND RESECTION LOT 10
 ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 1,
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 TOWNSHIP, ST. JOSEPH COUNTY, INDIANA, WAS HEREBY DEDICATED TO
 THE PUBLIC USE OF THE CITY OF SOUTH BEND, INDIANA, BY THE CITY OF
 SOUTH BEND, INDIANA, IN 1925, AND THE CITY OF SOUTH BEND,
 INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.

CERTIFICATE OF APPROVAL

BEFORE ME, THE CLERK OF THE COUNTY OF ST. JOSEPH, INDIANA, DO
 HEREBY CERTIFY THAT THE UNDERSIGNED, THE TRUSTEES OF THE
 REAL, UTTERED BEHAVIOR (RECEIVED) BEING OF THE CITY OF SOUTH BEND,
 INDIANA, DO HEREBY CERTIFY THAT THE RESECTION LOT 10 ADJUSTMENT,
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 SOUTH BEND, INDIANA, IN 1925, AND THE CITY OF SOUTH BEND,
 INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.

NOTES:

1. THE AREA OF SUBDIVISION IS 10.0 ACRES.
2. THE AREA OF SUBDIVISION IS 10.0 ACRES.
3. THE AREA OF SUBDIVISION IS 10.0 ACRES.
4. THE AREA OF SUBDIVISION IS 10.0 ACRES.
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8. THE AREA OF SUBDIVISION IS 10.0 ACRES.
9. THE AREA OF SUBDIVISION IS 10.0 ACRES.
10. THE AREA OF SUBDIVISION IS 10.0 ACRES.

SURVEYOR'S CERTIFICATE

I, _____, SURVEYOR, BEING OF THE COUNTY OF ST. JOSEPH, INDIANA, DO
 HEREBY CERTIFY THAT THE UNDERSIGNED, THE TRUSTEES OF THE
 REAL, UTTERED BEHAVIOR (RECEIVED) BEING OF THE CITY OF SOUTH BEND,
 INDIANA, DO HEREBY CERTIFY THAT THE RESECTION LOT 10 ADJUSTMENT,
 BEING A REPLAT OF LOTS 6 & 7 OF BORDEN'S SECOND RESECTION LOT 10
 ADJUSTMENT, LOCATED IN THE NORTHEAST QUARTER OF SECTION 1,
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 TOWNSHIP, ST. JOSEPH COUNTY, INDIANA, WAS HEREBY DEDICATED TO
 THE PUBLIC USE OF THE CITY OF SOUTH BEND, INDIANA, BY THE CITY OF
 SOUTH BEND, INDIANA, IN 1925, AND THE CITY OF SOUTH BEND,
 INDIANA, HAS HEREBY ACCEPTED THE DEDICATION OF THE SAME.

John A. Howard
 SURVEYOR

FRANCES-HOWARD
 JULY 1925

THESE NOTES ARE THE PROPERTY OF THE REGISTERED CLERK OF ST. JOSEPH COUNTY, INDIANA.

Legend

- 1. LOT 1
- 2. LOT 2
- 3. LOT 3
- 4. LOT 4
- 5. LOT 5
- 6. LOT 6
- 7. LOT 7
- 8. LOT 8
- 9. LOT 9
- 10. LOT 10

SURVEYOR
 JOHN A. HOWARD
 ST. JOSEPH COUNTY, INDIANA
 JULY 1925

SURVEYOR
 JOHN A. HOWARD
 ST. JOSEPH COUNTY, INDIANA
 JULY 1925

UNIVERSITY OF NOTRE DAME DU LAC
 415 MAIN BUILDING
 NOTRE DAME, IN 46556

UNIVERSITY OF NOTRE DAME DU LAC
 415 MAIN BUILDING
 NOTRE DAME, IN 46556

UNIVERSITY OF NOTRE DAME DU LAC
 415 MAIN BUILDING
 NOTRE DAME, IN 46556
 TEL: (317) 556-1000 FAX: (317) 556-1001
 WWW.UND.EDU

Engineering – Access will be from alley, need to eliminate existing approach on Frances Street. Any curbs, curb ramps, or sidewalks in poor condition will need to be replaced.

Page 2 of 9

Staff Recommendation: The Staff has reviewed this subdivision and finds it complies with the requirements for Approval as specified by the South Bend Subdivision Control Ordinance. The Staff therefore recommends that this subdivision be granted Approval.



CITY OF SOUTH BEND

COMMUNITY INVESTMENT

October 22, 2025

Filed in Clerk's Office

Council Member Troy Warner
Chairperson, Community Investment Committee
South Bend Common Council
South Bend City Hall, 3rd Floor
South Bend, Indiana 46601

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

RE: **Reconfirming Resolutions (2):** Personal and Real Property Tax Abatements for **Verbio North America LLC**

Dear Council Member Warner,

Please find enclosed two resolutions that would reconfirm the personal property and real property tax abatements for Verbio North America LLC (the "Petitioner"). These tax abatements were granted by the Common Council in 2023 in support of the Petitioner's project to modernize the ethanol production facility at 3201 W. Calvert Street. The total private investment for this project will exceed \$230 million.

On June 12, 2023, the Common Council adopted Confirming Resolution 5025-23 to grant a five-year (5) personal property tax abatement and Confirming Resolution 5026-23 to grant an eight-year (8) real property tax abatement. For both of these tax abatements, the designation periods will expire on December 31, 2026.

On October 14, 2025, the Department of Community Investment received the attached formal request from the Petitioner to extend the designation periods. The project has been delayed for reasons outside of the control of the Petitioner: the project requires federal approvals, and those approvals are delayed due to the federal agencies' failures to issue guidance in a timely manner. The Petitioner anticipates receiving the necessary approvals in 2027 or 2028.

The designation periods must be extended in order for the project to receive the benefits of tax abatement as the Common Council intended when it passed the respective Confirming Resolutions on June 12, 2023. Adoption by the Common Council of these new reconfirming resolutions would extend the designation periods and help ensure the success of the project.

A representative from Verbio North America LLC will be available to meet with the Committee on October 27, 2025. If you or any of the other Council members have questions or need additional information, please feel free to call me at (574) 235-5838.

Sincerely,

Erik Glavich
Director, Growth and Opportunity

Pioneering
green solutions

Verbio

Greg Northrup
President & CEO

Phone: 866 306 4777 x1300
Mobile: 616 204 1055
greg.northrup@verbio.us
www.verbio.us

VERBIO North America, LLC
9 West Broad Street, Suite 400, Stamford, CT 06902, USA

October 14, 2025

Mr. Erik Glavich
Director, Growth & Opportunity
City of South Bend
227 West Jefferson Blvd.
South Bend, Indiana 46601

RE: Tax Abatement Extension Request

Dear Erik,

As we have discussed informally Verbio would like to request an extension of our tax abatements, personal and real, from 12/31/2026 to 12/31/2030. I would be available formally to make this request of the city at meeting of October 27, 2025.

Here is a statement that outlines the reasons for our request.

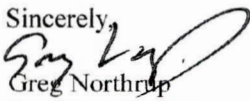
“Verbio North America remains optimistic about the long-term prospects of the renewable fuels market. In the near term, the company is taking strategic steps to align its investment decisions with the need for certainty in the regulatory processes, following the passage of the budget on July 3rd and signed in law on July 4th.

The company’s advanced technology production processes require approval from the Department of Energy (DOE), which, in turn, depends on guidelines issued by the Internal Revenue Service (IRS) scheduled for publication in May 2026. Considering the procedural steps required, these approvals are likely to be delayed until 2027 or early 2028. Given this understanding, the company is adjusting its construction timelines for all new capital investments to align with this assessment.

We will continue to monitor ongoing developments and, where appropriate, modify or amend our production and construction schedules to meet the financial expectations of our investors.”

Let me know if you need additional information.

Sincerely,


Greg Northrup
President & CEO

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 25-42
RESOLUTION NO. _____

A RESOLUTION MODIFYING AND RECONFIRMING THE ADOPTION OF
DECLARATORY RESOLUTION NO. 5018-23 DESIGNATING CERTAIN
AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY
KNOWN AS

3201 W. Calvert Street, South Bend, Indiana 46613

AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A
FIVE-YEAR (5) PERSONAL PROPERTY TAX ABATEMENT FOR

Verbio North America LLC

WHEREAS, the Common Council of the City of South Bend, Indiana, has adopted a Declaratory Resolution designating certain areas within the City as an Economic Revitalization Area for the purpose of tax abatement consideration; and

WHEREAS, Declaratory Resolution No. 5018-23 designated the area commonly known as 3201 W. Calvert Street, South Bend, Indiana 46613, and which is more particularly described as:

Business Personal Property

and which has Key Numbers to be assigned, an Economic Revitalization Area under the provisions of Indiana Code 6-1.1-12.1 et seq., and South Bend Municipal Code Sections 2-76 et seq.; and

WHEREAS, upon proper notice, a public hearing was held, after which the Common Council issued Confirming Resolution No. 5025-23 on June 12, 2023, confirming the adoption of Declaratory Resolution No. 5018-23; and

WHEREAS, Verbio North America LLC, a Foreign Limited Liability Company, was granted a designation period which expires on December 31, 2026, in Confirming Resolution No. 5025-23; and

WHEREAS, Verbio North America LLC has begun a project to modernize the facility and operations located at the area designated, through the adoption of Declaratory Resolution No. 5018-23 and confirmed through the adoption of Confirming Resolution No. 5025-23, as an Economic Revitalization Area for the purpose of tax abatement consideration; and

WHEREAS, the modernization project, upon completion, will employ proprietary technology and processes that will be eligible for federal tax credits that incentivize the development and implementation of technologies for renewable energy; and

WHEREAS, Verbio North America LLC's advanced technology processes require approval from the federal Department of Energy; and

WHEREAS, the Department of Energy's approval depends on guidelines to be issued by the Internal Revenue Service at a date expected to be no sooner than May 2026; and

WHEREAS, following the publication of guidelines by the Internal Revenue Service, the Department of Energy's approval for Verbio North America LLC would be issued approximately one year later; and

WHEREAS, because of delays in the issuance of guidelines by the Internal Revenue Service, Verbio North America LLC's project has been delayed, and installation of new industrial and manufacturing equipment cannot begin until Verbio North America LLC has received the necessary federal approvals; and

WHEREAS, because of these delays, which are outside the control of Verbio North America LLC, the Petitioner has requested to extend the designation period confirmed by Confirming Resolution No. 5025-23; and

WHEREAS, the Common Council desires to reconfirm the designation of a certain area designated by Declaratory Resolution No. 5018-23 and confirmed by Confirming Resolution No. 5025-23 as an Economic Revitalization Area for purposes of a five-year (5) personal property tax abatement; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council hereby reconfirms Declaratory Resolution No. 5018-23 and Confirming Resolution No. 5025-23 designating the area commonly known as 3201 W. Calvert Street, South Bend, Indiana 46613, and which is more particularly described as:

Business Personal Property

and which has Key Numbers to be assigned, as an Economic Revitalization Area for purposes of a five-year (5) personal property tax abatement.

SECTION II. The designation as an Economic Revitalization Area for purposes of a five-year (5) personal property tax abatement expires on December 31, 2030.

SECTION III. The Common Council hereby determines that the Petitioner is qualified and is granted property tax deduction for a period of five (5) years as shown in Section V of Declaratory Resolution No. 5018-23 and further determines that the petition, the Statement of Benefits, and the Memorandum of Agreement between the Petitioner and the City of South Bend comply with Chapter 2, Article 6, of the Municipal Code of the City of South Bend and Indiana Code 6-1.1-12 et seq.

SECTION IV. This Resolution shall be in full force and effect from and after its adoption by the Common Council and approved by the Mayor.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the
City of South Bend, Indiana on the ____ day of _____, 2025, at ____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana



CITY OF SOUTH BEND

COMMUNITY INVESTMENT

October 22, 2025

Filed in Clerk's Office

Council Member Troy Warner
Chairperson, Community Investment Committee
South Bend Common Council
South Bend City Hall, 3rd Floor
South Bend, Indiana 46601

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

RE: **Reconfirming Resolutions (2):** Personal and Real Property Tax Abatements for **Verbio North America LLC**

Dear Council Member Warner,

Please find enclosed two resolutions that would reconfirm the personal property and real property tax abatements for Verbio North America LLC (the "Petitioner"). These tax abatements were granted by the Common Council in 2023 in support of the Petitioner's project to modernize the ethanol production facility at 3201 W. Calvert Street. The total private investment for this project will exceed \$230 million.

On June 12, 2023, the Common Council adopted Confirming Resolution 5025-23 to grant a five-year (5) personal property tax abatement and Confirming Resolution 5026-23 to grant an eight-year (8) real property tax abatement. For both of these tax abatements, the designation periods will expire on December 31, 2026.

On October 14, 2025, the Department of Community Investment received the attached formal request from the Petitioner to extend the designation periods. The project has been delayed for reasons outside of the control of the Petitioner: the project requires federal approvals, and those approvals are delayed due to the federal agencies' failures to issue guidance in a timely manner. The Petitioner anticipates receiving the necessary approvals in 2027 or 2028.

The designation periods must be extended in order for the project to receive the benefits of tax abatement as the Common Council intended when it passed the respective Confirming Resolutions on June 12, 2023. Adoption by the Common Council of these new reconfirming resolutions would extend the designation periods and help ensure the success of the project.

A representative from Verbio North America LLC will be available to meet with the Committee on October 27, 2025. If you or any of the other Council members have questions or need additional information, please feel free to call me at (574) 235-5838.

Sincerely,

Erik Glavich
Director, Growth and Opportunity

Pioneering
green solutions

verbio

Greg Northrup
President & CEO

Phone: 866 306 4777 x1300
Mobile: 616 204 1055
greg.northrup@verbio.us
www.verbio.us

VERBIO North America, LLC
9 West Broad Street, Suite 400, Stamford, CT 06902, USA

October 14, 2025

Mr. Erik Glavich
Director, Growth & Opportunity
City of South Bend
227 West Jefferson Blvd.
South Bend, Indiana 46601

RE: Tax Abatement Extension Request

Dear Erik,

As we have discussed informally Verbio would like to request an extension of our tax abatements, personal and real, from 12/31/2026 to 12/31/2030. I would be available formally to make this request of the city at meeting of October 27, 2025.

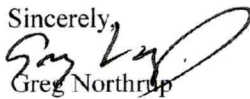
Here is a statement that outlines the reasons for our request.

"Verbio North America remains optimistic about the long-term prospects of the renewable fuels market. In the near term, the company is taking strategic steps to align its investment decisions with the need for certainty in the regulatory processes, following the passage of the budget on July 3rd and signed in law on July 4th.

The company's advanced technology production processes require approval from the Department of Energy (DOE), which, in turn, depends on guidelines issued by the Internal Revenue Service (IRS) scheduled for publication in May 2026. Considering the procedural steps required, these approvals are likely to be delayed until 2027 or early 2028. Given this understanding, the company is adjusting its construction timelines for all new capital investments to align with this assessment.

We will continue to monitor ongoing developments and, where appropriate, modify or amend our production and construction schedules to meet the financial expectations of our investors."

Let me know if you need additional information.

Sincerely,

Greg Northrup
President & CEO

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 25-43
RESOLUTION NO. _____

A RESOLUTION MODIFYING AND RECONFIRMING THE ADOPTION OF
DECLARATORY RESOLUTION NO. 5019-23 DESIGNATING CERTAIN
AREAS WITHIN THE CITY OF SOUTH BEND, INDIANA, COMMONLY
KNOWN AS

3201 W. Calvert Street, South Bend, Indiana 46613

AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF AN
EIGHT-YEAR (8) REAL PROPERTY TAX ABATEMENT FOR

Verbio North America LLC

WHEREAS, the Common Council of the City of South Bend, Indiana, has adopted a Declaratory Resolution designating certain areas within the City as an Economic Revitalization Area for the purpose of tax abatement consideration; and

WHEREAS, Declaratory Resolution No. 5019-23 designated the area described as:

<i>Key Number:</i>	<i>71-08-16-400-002.000-026</i>
<i>Commonly Known As:</i>	<i>3201 W. Calvert Street, South Bend, IN 46613</i>
<i>Legal Description:</i>	<i>Vac Sunset Pk Se 1/4 Ex Pt Sold To City S & Adj & Mid Pt S 1/2 E Of Rr Cont 61.834 Ac+- Sec 16-37- 2e</i>

as an Economic Revitalization Area under the provisions of Indiana Code 6-1.1-12.1 et seq., and South Bend Municipal Code Sections 2-76 et seq.; and

WHEREAS, upon proper notice, a public hearing was held, after which the Common Council issued Confirming Resolution No. 5026-23 on June 12, 2023, confirming the adoption of Declaratory Resolution No. 5019-23; and

WHEREAS, Verbio North America LLC, a Foreign Limited Liability Company, was granted a designation period which expires on December 31, 2026, in Confirming Resolution No. 5026-23; and

WHEREAS, Verbio North America LLC has begun a project to modernize the real property located at the area designated, through the adoption of Declaratory Resolution No. 5019-23 and confirmed through the adoption of Confirming Resolution No. 5026-23, as an Economic Revitalization Area for the purpose of tax abatement consideration; and

WHEREAS, the modernization project, upon completion, will employ proprietary technology and processes that will be eligible for federal tax credits that incentivize the development and implementation of technologies for renewable energy; and

WHEREAS, Verbio North America LLC's advanced technology processes require approval from the federal Department of Energy; and

WHEREAS, the Department of Energy's approval depends on guidelines to be issued by the Internal Revenue Service at a date expected to be no sooner than May 2026; and

WHEREAS, following the publication of guidelines by the Internal Revenue Service, the Department of Energy's approval for Verbio North America LLC would be issued approximately one year later; and

WHEREAS, because of delays in the issuance of guidelines by the Internal Revenue Service, Verbio North America LLC's project has been delayed and full construction of the real property improvements cannot begin until Verbio North America LLC has received the necessary federal approvals; and

WHEREAS, because of these delays, which are outside the control of Verbio North America LLC, the Petitioner has requested to extend the designation period confirmed by Confirming Resolution No. 5026-23; and

WHEREAS, the Common Council desires to reconfirm the designation of a certain area designated by Declaratory Resolution No. 5019-23 and confirmed by Confirming Resolution No. 5026-23 as an Economic Revitalization Area for purposes of an eight-year (8) real property tax abatement; and

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council hereby reconfirms Declaratory Resolution No. 5019-23 and Confirming Resolution No. 5026-23 designating as an Economic Revitalization Area for purposes of an eight-year (8) real property tax abatement the area described as:

<i>Key Number:</i>	<i>71-08-16-400-002.000-026</i>
<i>Commonly Known As:</i>	<i>3201 W. Calvert Street, South Bend, IN 46613</i>
<i>Legal Description:</i>	<i>Vac Sunset Pk Se 1/4 Ex Pt Sold To City S & Adj & Mid Pt S 1/2 E Of Rr Cont 61.834 Ac+- Sec 16-37- 2e</i>

SECTION II. The designation as an Economic Revitalization Area for purposes of an eight-year (8) real property tax abatement expires on December 31, 2030.

SECTION III. The Common Council hereby determines that the Petitioner is qualified and is granted property tax deduction for a period of eight (8) years as shown in Section VI of Declaratory Resolution No. 5019-23 and further determines that the petition, the Statement of Benefits, and the Memorandum of Agreement between the Petitioner and the City of South Bend comply with

Chapter 2, Article 6, of the Municipal Code of the City of South Bend and Indiana Code 6-1.1-12 et seq.

SECTION IV. This Resolution shall be in full force and effect from and after its adoption by the Common Council and approved by the Mayor.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at _____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock ____m.

James Mueller, Mayor
City of South Bend, Indiana



CITY OF SOUTH BEND

COMMUNITY INVESTMENT

October 22, 2025

Filed in Clerk's Office

Council Member Troy Warner
Chairperson, Community Investment Committee
South Bend Common Council
South Bend City Hall, 3rd Floor
South Bend, Indiana 46601

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

RE: **Declaratory Resolution:** Warehouse Development Real Property Tax Abatement for
Michigan Motorsports LLC

Dear Council Member Warner,

Please find the enclosed Declaratory Resolution and supporting information pertaining to a tax abatement petition submitted by Michigan Motorsports LLC, a Michigan Limited Liability Company. This petition package includes:

- Department of Community Investment's summary report
- Petition for abatement
- Statement of Benefits form (SB-1 / Real Property)
- Supporting information

The report contains the Department's findings relative to the above-mentioned petition. The petitioner intends to purchase from the South Bend Redevelopment Commission a seven-acre vacant parcel on William Richardson Court. Michigan Motorsports intends to move their entire operations from Niles, Michigan, to South Bend and construct a 50,000 square foot office, warehouse, distribution center, and showroom.

The total investment for this project is \$4,550,000, including real estate, construction, and equipment. The project meets the qualifications for a seven-year (7) Warehouse Development Real Property tax abatement.

A representative from Michigan Motorsports LLC will be available to meet with the Committee on Monday, October 27, 2025.

If you or other Council members have questions about the report or need additional information, please feel free to call me at (574) 245-6022

Sincerely,

Joseph Molnar
Assistant Director, Growth and Opportunity

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 25-45
RESOLUTION NO. _____

A RESOLUTION OF THE COMMON COUNCIL OF THE
CITY OF SOUTH BEND DESIGNATING CERTAIN AREAS WITHIN
THE CITY OF SOUTH BEND, INDIANA, COMMONLY KNOWN AS

3315 William Richardson Court, South Bend, Indiana 46628

AN ECONOMIC REVITALIZATION AREA FOR PURPOSES OF A
SEVEN-YEAR (7) REAL PROPERTY TAX ABATEMENT FOR

4Boys4 Investments LLC

WHEREAS, a petition for real property tax abatement consideration has been filed with the City Clerk for consideration by the Common Council of the City of South Bend, Indiana, requesting that the area described as:

<i>Key Number:</i>	<i>71-03-21-232-021.000-009</i>
<i>Local Parcel Number:</i>	<i>025-1013-021202</i>
<i>Commonly Known As:</i>	<i>3315 William Richardson Court</i>
<i>Legal Description:</i>	<i>Midwest Embroidery Inc Minor Subdivision Lot 1 Annexed From 04-1013-0212.02 92-93</i>

be designated as an Economic Revitalization Area under the provisions of Indiana Code 6-1.1-12.1 et seq. and South Bend Municipal Code Sections 2-76 et seq.; and

WHEREAS, 4Boys4 Investments LLC has entered into a purchase agreement with the South Bend Redevelopment Commission to acquire ownership of the area; and

WHEREAS, the petitioner—Michigan Motorsports LLC—and 4Boys4 Investments LLC are common entities; and

WHEREAS, the petitioner has agreed to and has accepted responsibility to report any changes in the Key Number and legal description to the Department of Community Investment and to the Office of the City Clerk; and

WHEREAS, the Department of Community Investment has concluded an investigation and prepared a report with information sufficient for the Common Council to determine that the area qualifies as an Economic Revitalization Area under Indiana Code 6-1.1-12.1 et seq. and South Bend Municipal Code Sections 2-76 et seq., and has further prepared maps and plats showing the boundaries and such other information regarding the area in question as required by law; and

WHEREAS, the Community Investment Committee of the Common Council has reviewed said report and recommended to the Common Council that the area qualifies as an Economic Revitalization Area.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council hereby determines and finds that the Petition for Real Property Tax Abatement and the Statement of Benefits form completed by the Petitioner meet the requirements of Indiana Code 6-1.1-12.1 et seq. for tax abatement.

SECTION II. The Common Council hereby determines and finds the following:

A. That the description of the proposed redevelopment or rehabilitation meets the applicable standards for such development;

B. That the estimate of the value of the redevelopment or rehabilitation is reasonable for projects of this nature;

C. That the estimate of the number of individuals who will be employed or whose employment will be retained by the Petitioner can reasonably be expected to result from the proposed described redevelopment or rehabilitation;

D. That the estimate of the annual salaries of those individuals who will be employed or whose employment will be retained by the Petitioner can be reasonably expected to result from the proposed redevelopment or rehabilitation;

E. That the other benefits about which information was requested are benefits that can be reasonably expected to result from the proposed described redevelopment or rehabilitation; and

F. That the totality of benefits is sufficient to justify the requested deduction, all of which satisfy the requirements of Indiana Code 6-1.1-12.1-3.

SECTION III. The Common Council hereby determines and finds that the proposed described redevelopment or rehabilitation can be reasonably expected to yield benefits identified in the Statement of Benefits, Sections 1 through 3 of the Petition for Real Property Tax Abatement Consideration and the Memorandum of Agreement between the Petitioner and the City of South Bend, and that the Statement of Benefits form completed by the petitioner, said form being prescribed by the State Board of Accounts, is sufficient to justify the deduction granted under Indiana Code 6-1.1-12.1-3.

SECTION IV. The Common Council hereby accepts the report and recommendation of the Community Investment Committee that the area herein described be designated as an Economic Revitalization Area and hereby adopts a Resolution designating the area as an Economic Revitalization Area for purposes of real property tax abatement.

SECTION V. The designation as an Economic Revitalization Area shall expire on December 31, 2028.

SECTION VI. The Common Council hereby determines that the property owner is qualified for and is granted property tax deduction for a period of seven (7) years as shown by the schedule outlined below as well as the attachment pursuant to Indiana Code 6-1.1-12.1-17.

Year 1 - 100%
Year 2 - 90%
Year 3 - 80%
Year 4 - 70%
Year 5 - 60%
Year 6 - 50%
Year 7 - 50%

SECTION VII. The Common Council directs the City Clerk to cause notice of the adoption of this Declaratory Resolution for Real Property Tax Abatement to be published pursuant to Indiana Code 5-3-1 and Indiana Code 6-1.1-12.1-2.5, said publication providing notice of the public hearing before the Common Council on the proposed confirming of said declaration.

SECTION VIII. This Resolution shall be in full force and effect from and after its adoption by the Common Council and approval by the Mayor.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at _____ o'clock __.m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock ____m.

James Mueller, Mayor
City of South Bend, Indiana

TAX ABATEMENT REPORT

Oct 22, 2025

TO: South Bend Common Council

Bianca Tirado
City Clerk, South Bend, IN

FROM: Joseph Molnar, Assistant Director, Growth and Opportunity

SUBJECT: Warehouse Development Real Property Tax Abatement Petition for **Michigan Motorsports LLC**

DATE: October 22, 2025

On October 22, 2025, a petition for tax abatement from Michigan Motorsports LLC was filed with the Office of the City Clerk. The petition seeks consideration for a warehouse development real property tax abatement for property 3315 William Richardson Court in South Bend.

Pursuant to Chapter 2, Article 6, Section 2-84.9 of the Municipal Code of the City of South Bend, the petition was referred to the Department of Community Investment for purposes of investigation and preparation of a report determining whether the area qualifies as an Economic Revitalization Area pursuant to Indiana Code 6 1.1-12.1 and all zoning requirements have been met.

The Department of Community Investment has reviewed the petition, investigated the area, and makes the following report.

Project Summary

- Michigan Motorsports LLC has an active Purchase Agreement with the Redevelopment Commission of South Bend to purchase 3315 William Richardson Court with the purpose of constructing a 50,000 square foot office, warehouse, distribution center, and showroom.
- Michigan Motorsports is a thriving auto parts supply business that has experienced consistent growth of 30% year-over-year for the past five years. Michigan Motorsports currently operates out of a 7,500-square-foot facility located in Niles, Michigan. Due to this sustained growth, they are actively seeking a significantly larger space to support their expanding distribution operations.
- The project will consist of moving all operations from Niles, Michigan, to the newly constructed building in South Bend. Private investment for this project is approximately \$4.55 million, which includes \$4.00 in construction costs.
- The parcel has been owned by the City since 2003, and the project is ideal for this location and will add a successful and growing midsize company to the City of South Bend.

Employment Impact

Per this petition and supporting material, it is estimated that the company will bring existing jobs to South Bend from the company's current location and will create new ones:

- Upon completion of the current building's construction, the Petitioner will relocate at least thirteen (13) new full-time jobs with an estimated total annual payroll of \$1,301,976.
- By the end of 2035, the Petitioner expects to create at least sixteen (16) additional full-time jobs with an additional estimated annual payroll of \$832,000. This would bring the total employment to twenty-nine (29) employees with an estimated total annual payroll of \$2,133,976.

Tax Estimates

The petitioner qualifies for a seven-year (7) warehouse development real property tax abatement.

- Current estimated combined annual real property taxes: \$2,562
 - Note that the property is currently owned by the Redevelopment Commission of South Bend and is exempt from Property Taxes
- Estimated combined annual taxes after the project's completion: \$83,142
- Total estimated combined taxes during the seven-year (7) abatement period: \$581,992
 - Estimated taxes being abated during the abatement period: \$317,410
 - Estimated total taxes to be paid during the abatement period: \$264,582

Abatement Qualification

1. A review of the tax abatements previously granted finds that the petitioner has not been granted a prior abatement.
2. The property is properly zoned for the proposed project.
3. Taxes on the property have been paid in full.
4. A review of the South Bend Redevelopment designation areas finds that the property is in the River West Development Area.
5. A review of the Tax Abatement Ordinance No. 9394-03 finds that the petitioner meets the qualifications for a seven-year (7) warehouse development real property tax abatement under Division 8 (Warehouse Development Real Property Tax Abatement), Section 2-83 (Warehouse development City-wide).

Michigan Motorsports LLC

South Bend German Township - Residential Real Property Tax Abatement Schedule *

Type of Property: Warehouse
 Estimated Project Cost: \$ 4,000,000 New Construction

Property Address: 3315 William Richardson Court, South Bend, IN 46628
 Tax Key Number: 71-03-21-232-021.000-009

Tax Year / Pay Year:	Before Project 2027 / Pay 2028	Project Complete No Abatement 2028 / Pay 2029	With Abatement 2028 / Pay 2029	2029 / Pay 2030	2030 / Pay 2031	2031 / Pay 2032	2032 / Pay 2033	2033 / Pay 2034	2034 / Pay 2035
Assessed Value (AV)									
Land	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300	\$ 76,300
Structure (60% AV of Project Cost)	-	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000	2,400,000
Gross Assessed Value	76,300	2,476,491	2,476,300	2,476,300	2,476,300	2,476,300	2,476,300	2,476,300	2,476,300
Abatement			100%	90%	80%	70%	60%	50%	50%
Abatement Deduction	-	-	(2,400,000)	(2,160,000)	(1,920,000)	(1,680,000)	(1,440,000)	(1,200,000)	(1,200,000)
Standard Homestead Deduction	-	-	-	-	-	-	-	-	-
Supplemental Homestead Deduction	-	-	-	-	-	-	-	-	-
Non-Homestead Standard Deduction	-	-	-	-	-	-	-	-	-
Net Assessed Value	76,300	2,476,300	76,300	316,300	556,300	796,300	1,036,300	1,276,300	1,276,300
Property Taxes									
Assume constant tax rate of 4.9602%									
Gross Tax (Tax Rate x Net AV)	3,785	122,829	3,785	15,689	27,594	39,498	51,403	63,307	63,307
Local Tax Credit	(355)	-	-	-	-	-	-	-	-
Circuit Breaker Credit	(868)	(39,688)	-	-	-	-	-	-	-
Supplemental Homestead Credit	-	-	-	-	-	-	-	-	-
Taxes Due	\$ 2,562	\$ 83,142	\$ 3,785	\$ 15,689	\$ 27,594	\$ 39,498	\$ 51,403	\$ 63,307	\$ 63,307
Circuit Breaker Cap	3%	3%	3%	3%	3%	3%	3%	3%	3%
Debt Service (0.3575% of Net AV)	2,289	74,289	74,289	74,289	74,289	74,289	74,289	74,289	74,289
Max Tax Under the Cap	2,562	83,142	74,562	75,420	76,278	77,136	77,994	78,852	78,852

Pay Year	Abatement	Estimated Pre-Project Tax Liability	Projected Additional Tax Liability	Total Projected Tax Liability (Current + Add'l)	Taxes Abated	Net Taxes Paid
2029	100%	\$ 2,562	\$ 80,580	\$ 83,142	\$ (79,357)	\$ 3,785
2030	90%	2,562	80,580	83,142	(67,453)	15,689
2031	80%	2,562	80,580	83,142	(55,548)	27,594
2032	70%	2,562	80,580	83,142	(43,644)	39,498
2033	60%	2,562	80,580	83,142	(31,739)	51,403
2034	50%	2,562	80,580	83,142	(19,835)	63,307
2035	50%	2,562	80,580	83,142	(19,835)	63,307
Total:		17,932	564,060	581,992	(317,410)	264,582

* This schedule is for estimation purposes only and assumes constant tax rates equal to those for 2024 Payable 2025.
 The true tax values will ultimately be determined by the actual assessed valuation and the then current tax rates.



Department of Community Investment
 City of South Bend

City of South Bend Petition for Incentives

*Petition must include a \$250 filing fee payable to the
"City of South Bend" before processing can be complete*

Instructions: Complete pages 1-3
AND the proper Form SB-1 for
the type of abatement (real
property or personal property)
for which you are applying.



General Information		Project Name	Project Number
Legal name as registered with Secretary of State		Michigan Motorsports	
Business structure		LLC	
Company website		www.michiganmotorsports.com	
Proposed Project Information			
Proposed project address		3315 William Richardson Ct	Parent company name Michigan Motorsports
City, State, Zip	South Bend, IN 46628	Legal owner	Ardannie Baber and Easter Baber
Site acreage or acreage required	7.06	Is the real estate owned or leased?	
Square feet of facility	50,000	If leased, by whom?	
Primary Contact Information			
Primary company contact name		Dan Baber	Title Owner
Address of company contact		255 Bell Road	Phone (269) 340-2279
City, State, Zip	Niles, MI 49120	Email	dan@michiganmotorsports.com
Senior Official Information			
Company senior official name		Easter Baber	Title Owner
Address of company contact (if different from above)			Phone (269) 340-4521
City, State, Zip		Email	ebaber@michiganmotorsports.com
Consultant Information/Agent			
Hired business consultant/agent name		Consultant release? (Y/N)	
Address		Local economic development partners approval? (Y/N)	
City, State, Zip		Email	
Project Overview			
Brief description of your company, project, and why the property is necessary for economic growth		Michigan Motorsports is a thriving auto parts supply business that has experienced consistent growth of 30% year-over-year for the past five years. We are currently operating out of a 7,500-square-foot facility located in Niles, Michigan. Due to this sustained growth, we have been actively seeking a significantly larger space to support our expanding distribution operations. Our site search has focused specifically on the northwest side of South Bend, and we believe the William Richardson property is an excellent fit for our expansion plans. We currently employ 15 team members, and employee retention is a top priority as we scale. In addition to retaining our existing workforce, we anticipate the creation of new jobs and believe that relocating to South Bend will provide access to a broader and more diverse pool of talent. We propose constructing a 40,000 to 50,000-square-foot warehouse and distribution center, designed to support both operational and administrative functions. The planned facility would include: - 8-10 standard 10' x 12' offices - 4 larger corner offices, with 1-2 designated as conference/meeting rooms - 15-20 open-concept cubicles for administrative and call center staff - 1,200-square-foot showroom - Covered outdoor display area to accommodate 6-8 vehicles near the showroom - 4-5 standard loading docks - 2 additional docks for box truck deliveries This investment represents a major step forward in our company's growth and our continued commitment to long-term success in the region.	
Certified Technology Park appropriate		N/A	
Is the project in a Tax Incremental Financing (TIF) area? If so, which?		River West Development Area	
Have Building Permits been issued? (Y/N) [Note-Not eligible for abatement if Yes]		No	Number of residential units created by project 0
If this is a petition for personal property tax abatement, has the equipment been installed?		N/A	

Investment Details			
Public Infrastructure needs (Off-site of project in dollars)	Has any 504 funding been received?	What is the value of any equipment being purchased in Indiana for the project?	What is the value of any equipment being purchased from out of state for the project?
N/A	No	N/A	N/A

New Project Investments								
Calendar Year	2023	2024	2025	2026	2027	2028	2029	2030
Land Acquisition			\$ 50,000.00					
Building Lease Payments								
Building Purchase Costs								
New Building Construction				\$ 4,000,000.00				
Existing Building Improvements								
New Machinery & Equipment				\$ 200,000.00				
Special Tooling/Retooling								
New Furniture/Fixtures				\$ 200,000.00				
New Computer/IT Hardware				\$ 100,000.00				
New Software								
On-site Rail Infrastructure								
On-site Fiber Infrastructure								
TOTAL	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 4,500,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

Full-Time Permanent Indiana-Resident Positions by Calendar Year						
Calendar Year	Jobs retained	Hourly average wage, w/o benefits or bonuses	Cumulative # of net <u>NEW</u> full time permanent jobs created at project	Hourly <u>average</u> wage, w/o benefits or bonuses, of cumulative net new jobs	Total training expenditure - not cumulative	Total # to be trained - not cumulative
2024						
2025			0	\$ 0.00	\$ 0	0
2026			13	\$ 48.15	\$ 1,500	10
2027			17	\$ 42.70	\$ 1,500	2
2028			19	\$ 40.84		
2029			21	\$ 39.33		
2030			23	\$ 38.05		
2031			29	\$ 35.38		
2032						
2033						
2034						
2035						

Provide hourly wage information for new employees in the following positions.

	Full time	Part time
Laborers	\$ 19.17	
Technical	\$ 43.51	
Managerial	\$ 180.29	
Administrative	\$ 31.97	

Who will be the individual responsible for coordinating with WorkOne on recruiting?

Does your company have an EEO hiring policy?

Are you an EEO employer?

Please list the number of full time and part time minority and/or female employees for the following years:

Please describe your commitment to diversity and inclusion by detailing your outreach and recruitment efforts for the last three years as well as current policies.

Year	2025		2024		2023	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Black						
Hispanic						
Asian						
Indian						
Female	3					
Other	2					

Local Partnerships, Inclusive Job Postings Internship and Entry-Level Hiring.
Equal Opportunity Employment, Local Talent First, Skill Based Hiring, Veterans and Returning Citizens
* See the attached Statement regarding our past and current policies.

Complete the table below for Real Property Tax Abatement only.

***** Sign at the bottom for all requested incentives (real AND personal property). *****

Public Benefit Item:

Information is required on both the construction companies and the companies which will provide materials purchased for this project. Please complete the table below with the appropriate information. If you qualify for the points, please enter the full amount of available points.		Qualify (Yes or No)	Earned Points	Available Points	
1	Construction Related (Contractors):				
	A.	Employ Local Companies (75%)	yes	20	20
	B.	Purchase Materials from Local Companies (75%)	yes	20	20
	C.	Require Employees vs. Independent Contractors	yes	19	19
	D.	Require Prevailing Wage	no	0	22
	E.	Require Health Benefits	yes	22	22
	F.	Require Retirement Benefits	yes	18	18
	G.	Maintain Affirmative Action Plan	no	0	20
	Sub-total Construction Related:			99	141
2	Wage & Benefit Related (Owner):				
	A.	Pay Target Wage Levels	yes	33	33
	B.	Provide Health Benefits	yes	34	34
	C.	Provide Retirement Benefits	yes	29	29
	D.	Provide Training	yes	28	28
	E.	Provide Child Care	no	0	15
	F.	Provide Transportation Assistance	no	0	14
	G.	Provide Employer Assisted Housing program	no	0	9
	Sub-total Wage & Benefit Related:			124	162
3	Workforce Related:				
	A.	Create New Jobs	yes	42	42
	B.	Retain Existing Jobs	yes	41	41
	C.	Maintain Affirmative Action Plan	yes	35	35
	D.	Provide Targeted Hiring Preference	yes	34	34
	Sub-total Workforce Related:			152	152
4	Support a Municipal Facility:				
	A.	Support a SB Municipal Facility (donations to the zoo, conservatory, museum, etc.)	yes	84	84
	Name of Facility		Potawatomi Zoo		
	Sub-total Municipal Facility:			84	84
Sub-total from Above:			459	539	

The undersigned owner(s) of real property, located within the City of South Bend, hereby petition the Common Council of the City of South Bend for a real and/or personal property tax abatement consideration and pursuant to I.C., 6-1.1-12.1-1, et seq., and South Bend Municipal Code Sec. 2-76 et seq., for this petition state the above.

Submitted By: Ardannie Baber

Date: 10/14/25

For Staff Use Only Below This Line				
What is the current assessed value?	Real Property:	Land: \$76,300; Bdg: \$0	Personal Property:	---
What is the projected assessed value?	Real Property:	Bdg: \$2,400,000	Personal Property:	---
What is the tax key number(s) for this project?	71-03-21-232-021.000-009			
What is the six digit NAICS code?	493110			
Please attach a Google map and street view of the location.				
Please list the amount of real and personal property taxes paid for the last five years when applicable.		Real Property Taxes:	Personal Property Taxes:	
Tax Year 2023 / Pay 2024		City Owned, Exempt Property Taxes	---	
Tax Year 2022 / Pay 2023		City Owned, Exempt Property Taxes	---	
Tax Year 2021 / Pay 2022		City Owned, Exempt Property Taxes	---	
Tax Year 2020 / Pay 2021		City Owned, Exempt Property Taxes	---	
Tax Year 2019 / Pay 2020		City Owned, Exempt Property Taxes	---	
Please fill out the following Public Benefit Summary Information and add to total from above.				
		(Y or N)	Points	Points
Public Benefit Item:				
<u>Project Related:</u>				
5	A.	Redevelop a Site that has Special Needs	N	49
	B.	Develop Based on Local University Research	N	35
	C.	Achieve a Physical Element of a Plan	N	36
	Sub-total Project Related:			120
6	<u>Super Size Projects (point values are cumulative):</u>			
	A.	100% to 199%	Y	25
	B.	200% to 299%	N	68
	C.	300% to 399%	N	65
	D.	400% and Over	N	52
Sub-total Super Size Projects:			25	210
7	<u>Pay for Municipal Infrastructure:</u>			
	A.	Pay for Oversizing or Upgrading	N	14
	B.	Pay for 26-50% of Extension Cost	N	26
	C.	Pay for 51-75% of Extension Cost	N	39
	D.	Pay for 76-100% of Extension Cost	N	52
Sub-total Infrastructure Related:				131
Total from Applicant Section:			459	539
Total from Staff Section:			25	461
Total Public Benefit Points:			484	1000



STATEMENT OF BENEFITS REAL ESTATE IMPROVEMENTS

State Form 51767 (R7 / 1-21)

Prescribed by the Department of Local Government Finance

2025 PAY 2026

FORM SB-1 / Real Property

PRIVACY NOTICE

Any information concerning the cost of the property and specific salaries paid to individual employees by the property owner is confidential per IC 6-1.1-12.1-5.1.

This statement is being completed for real property that qualifies under the following Indiana Code (check one box):

- ☒ Redevelopment or rehabilitation of real estate improvements (IC 6-1.1-12.1-4)
☐ Residentially distressed area (IC 6-1.1-12.1-4.1)

INSTRUCTIONS:

- This statement must be submitted to the body designating the Economic Revitalization Area prior to the public hearing if the designating body requires information from the applicant in making its decision about whether to designate an Economic Revitalization Area. Otherwise, this statement must be submitted to the designating body **BEFORE** the redevelopment or rehabilitation of real property for which the person wishes to claim a deduction.
- The statement of benefits form must be submitted to the designating body and the area designated an economic revitalization area before the initiation of the redevelopment or rehabilitation for which the person desires to claim a deduction.
- To obtain a deduction, a Form 322/RE must be filed with the county auditor before May 10 in the year in which the addition to assessed valuation is made or not later than thirty (30) days after the assessment notice is mailed to the property owner if it was mailed after April 10. A property owner who failed to file a deduction application within the prescribed deadline may file an application between January 1 and May 10 of a subsequent year.
- A property owner who files for the deduction must provide the county auditor and designating body with a Form CF-1/Real Property. The Form CF-1/Real Property should be attached to the Form 322/RE when the deduction is first claimed and then updated annually for each year the deduction is applicable. IC 6-1.1-12.1-5.1(b)
- For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. For a Form SB-1/Real Property that is approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. IC 6-1.1-12.1-7

SECTION 1

TAXPAYER INFORMATION

Name of taxpayer 4Boys4 Investments LLC			
Address of taxpayer Number and Street: 165 Bell Road City: Niles State: MI ZIP: 49120			
Name of contact person First Name: Easter Last Name: Baber		Telephone number (269) 262-0511	E-mail address ebaber@michiganmotorsports.com

SECTION 2

LOCATION AND DESCRIPTION OF PROPOSED PROJECT

Name of designating body Common Council of the City of South Bend					Resolution number
Location of property Number and Street 3315 William Richardson Ct.	City South Bend	State IN	ZIP 46628	County St. Joseph	DLGF taxing district number 009 (South Bend-German)
Description of real property improvements, redevelopment, or rehabilitation (use additional sheets if necessary) Construction of a 50,000 square foot office and warehouse building for the new headquarters of Michigan Motorsports. Property is currently vacant					Estimated start date (month, day, year) 6/1/2026
					Estimated completion date (month, day, year) 12/31/2028

SECTION 3

ESTIMATE OF EMPLOYEES AND SALARIES AS RESULT OF PROPOSED PROJECT

Current Number 0	Salaries \$ 0	Number Retained 0	Salaries \$ 0	Number Additional 29	Salaries \$ 2,133,976
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SECTION 4

ESTIMATED TOTAL COST AND VALUE OF PROPOSED PROJECT

	REAL ESTATE IMPROVEMENTS	
	COST	ASSESSED VALUE
Current values	\$ 0	\$ 0
Plus estimated values of proposed project	\$ 4,000,000	\$ 2,400,000
Less values of any property being replaced	\$ 0	\$ 0
Net estimated values upon completion of project	\$ 4,000,000	\$ 2,400,000

SECTION 5

WASTE CONVERTED AND OTHER BENEFITS PROMISED BY THE TAXPAYER

Estimated solid waste converted (pounds) _____	Estimated hazardous waste converted (pounds) _____
--	--

Other benefits

Construction on a long-vacant parcel.

Filed in Clerk's Office

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

SECTION 6

TAXPAYER CERTIFICATION

I hereby certify that the representations in this statement are true.

Signature of authorized representative 	Date signed (month, day, year) 10/22/25
Printed name of authorized representative Dan Baber	Title CEO

FOR USE OF THE DESIGNATING BODY

We find that the applicant meets the general standards in the resolution adopted or to be adopted by this body. Said resolution, passed or to be passed under IC 6-1.1-12.1, provides for the following limitations:

A. The designated area has been limited to a period of time not to exceed n/a calendar years* (see below). The date this designation expires is 12/31/2028. NOTE: This question addresses whether the resolution contains an expiration date for the designated area.

B. The type of deduction that is allowed in the designated area is limited to:
 1. Redevelopment or rehabilitation of real estate improvements ☒ Yes ☐ No
 2. Residentially distressed areas ☐ Yes ☒ No

C. The amount of the deduction applicable is limited to \$ n/a.

D. Other limitations or conditions (specify) n/a

E. Number of years allowed: ☐ Year 1 ☐ Year 2 ☐ Year 3 ☐ Year 4 ☐ Year 5 (* see below)
☐ Year 6 ☒ Year 7 ☐ Year 8 ☐ Year 9 ☐ Year 10

F. For a statement of benefits approved after June 30, 2013, did this designating body adopt an abatement schedule per IC 6-1.1-12.1-17?
☒ Yes ☐ No

If yes, attach a copy of the abatement schedule to this form.

If no, the designating body is required to establish an abatement schedule before the deduction can be determined.

We have also reviewed the information contained in the statement of benefits and find that the estimates and expectations are reasonable and have determined that the totality of benefits is sufficient to justify the deduction described above.

Approved (signature and title of authorized member of designating body)	Telephone number ()	Date signed (month, day, year)
Printed name of authorized member of designating body	Name of designating body Common Council of the City of South Bend, Indiana	
Attested by (signature and title of attester)	Printed name of attester	

* If the designating body limits the time period during which an area is an economic revitalization area, that limitation does not limit the length of time a taxpayer is entitled to receive a deduction to a number of years that is less than the number of years designated under IC 6-1.1-12.1-17.

A. For residentially distressed areas where the Form SB-1/Real Property was approved prior to July 1, 2013, the deductions established in IC 6-1.1-12.1-4.1 remain in effect. The deduction period may not exceed five (5) years. For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. Except as provided in IC 6-1.1-12.1-18, the deduction period may not exceed ten (10) years. (See IC 6-1.1-12.1-17 below.)

B. For the redevelopment or rehabilitation of real property where the Form SB-1/Real Property was approved prior to July 1, 2013, the abatement schedule approved by the designating body remains in effect. For a Form SB-1/Real Property that is approved after June 30, 2013, the designating body is required to establish an abatement schedule for each deduction allowed. (See IC 6-1.1-12.1-17 below.)

IC 6-1.1-12.1-17

Abatement schedules

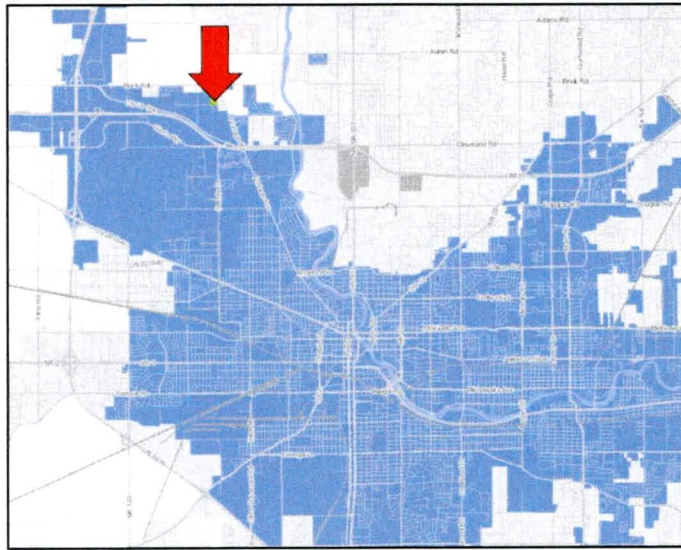
Sec. 17. (a) A designating body may provide to a business that is established in or relocated to a revitalization area and that receives a deduction under section 4 or 4.5 of this chapter an abatement schedule based on the following factors:

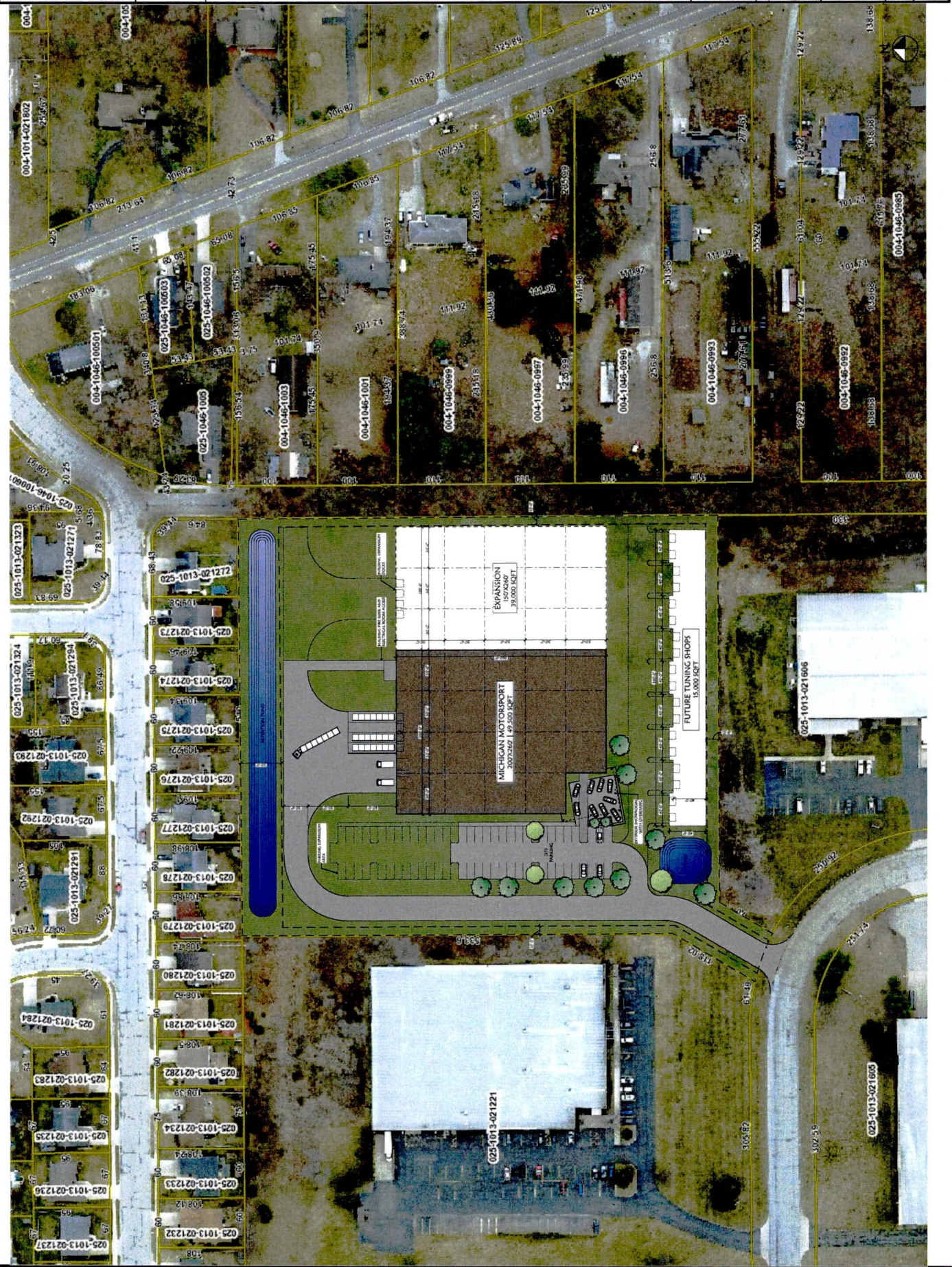
- (1) The total amount of the taxpayer's investment in real and personal property.
- (2) The number of new full-time equivalent jobs created.
- (3) The average wage of the new employees compared to the state minimum wage.
- (4) The infrastructure requirements for the taxpayer's investment.

(b) This subsection applies to a statement of benefits approved after June 30, 2013. A designating body shall establish an abatement schedule for each deduction allowed under this chapter. An abatement schedule must specify the percentage amount of the deduction for each year of the deduction. Except as provided in IC 6-1.1-12.1-18, an abatement schedule may not exceed ten (10) years.

(c) An abatement schedule approved for a particular taxpayer before July 1, 2013, remains in effect until the abatement schedule expires under the terms of the resolution approving the taxpayer's statement of benefits.

Aerial and Street Views





Oct 16, 2025

Bianca Tirado
City Clerk, South Bend, IN

City of South Bend
BOARD OF ZONING APPEALS

October 15, 2025

Honorable Dr. Oliver Davis
4th Floor, County-City Building
South Bend, IN 46601

RE: Special Exception at 1417 W. Indiana Avenue

Dear Committee Chair Dr. Davis:

Enclosed is an Ordinance for the proposed Special Exception at the above referenced location. Please include the attached Ordinance on the Council agenda for **first reading** at your **October 27, 2025**, Council meeting and set it for public hearing at your **November 10, 2025**, Council meeting. The petition is tentatively scheduled for public hearing at the November 3, 2025, South Bend Board of Zoning Appeals meeting. The staff report and recommendation of the South Bend Board of Zoning Appeals will be forwarded to the Office of the City Clerk by noon on the Wednesday following the public hearing.

The petitioner provided the following to describe the proposed project:
A Special Exception to allow for the use of a duplex.

The full petition is attached for your reference. Changes may occur between the filing and the public hearing. Any substantial changes will be identified at the Council meeting.

If you have any questions, please feel free to contact our office.

Sincerely,



Brian Killen
Zoning Administrator

CC: Bob Palmer

Oct 16, 2025

BILL NO. 70-25

Bianca Tirado
City Clerk, South Bend, IN

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING
APPEALS FOR THE PROPERTY LOCATED AT 1417 W. INDIANA AVENUE
COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

Request a Special Exception to allow a two-unit dwelling

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council has provided notice of the hearing on the Petition from the Advisory Board of Zoning Appeals pursuant to Indiana Code Section 5-14-1.5-5, requesting that a Special Exception be granted for property located at:

1417 W. Indiana Avenue

In order to permit a two-unit dwelling.

SECTION II. Following a presentation by the Petitioner, and after proper public hearing, the Common Council hereby approves the petition of the Advisory Board of Zoning Appeals, a copy of which is on file in the Office of the City Clerk.

SECTION III. The Common Council of the City of South Bend, Indiana, hereby finds that:

1. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience, or general welfare;
2. The proposed use will not injure or adversely affect the use of adjacent area of property values therein;
3. The proposed use will be consistent with the character of the district in which it is located, and the land uses authorized therein;
4. The proposed use is compatible with the recommendations of the City of South Bend Comprehensive Plan;

SECTION IV. Approval is subject to the Petitioner complying with the reasonable conditions, if any, established by the Advisory Board of Zoning Appeals which are on file in the Office of the City Clerk.

SECTION V. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the
City of South Bend, Indiana on the ____ day of _____, 2025, at ____ o'clock __m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock
____m.

James Mueller, Mayor
City of South Bend, Indiana

City of South Bend
BOARD OF ZONING APPEALS

227 W. Jefferson - Suite 1400S
South Bend, IN 46601
zoning@southbendin.gov

Petition for Variance - Special Exception

Property Information

Tax Key Number: 71-08-14-303-006.000-026

Address: 1417 W Indiana Ave

Owner: KT Solutions LLC

Zoning: U1 Urban Neighborhood 1



Project Summary:

I would like to build a Preapproved Stacked Duplex option C on the vacant lot.

Requested Action

☒ Special Exception/ Use Variance – *complete and attach Criteria for Decision Making*

Use requested: exception to build a pre-approved stacked duplex

☐ Variance(s) - *List variances below, complete and attach Criteria for Decision Making*

Variance(s) requested:

Required Documents

☐ Completed Application (including Criteria for Decision Making and Contact Information)

☐ Site Plan drawn to scale

☐ Filing Fee

Criteria for Decision Making

Special Exception - *if applicable*

A Special Exception may only be granted upon making a written determination, based upon the evidence presented at a public hearing. Please address how the project meets the following criteria.

(1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare, because:
the location is under utilized and will be used in accordance to local laws.

(2) The proposed use will not injure or adversely affect the use of the adjacent area or property values therein, because:
it will be new and will stay within property lines.

(3) The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein, because:
it will support the growing population and land use.

(4) The proposed use is compatible with the recommendations of the Comprehensive Plan, because:
the duplex is approved for U1 with exceptions.

Criteria for Decision Making

Variance(s) - *if applicable*

State statutes and the Zoning Ordinance require that certain standards must be met before a variance can be approved. Please address how the project meets the following criteria:

(1) The approval will not be injurious to the public health, safety, morals and general welfare of the community, because:

(2) The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner, because:

(3) The strict application of the terms of this Chapter would result in practical difficulties in the use of the property, because:

(4) The variance granted is the minimum necessary, because:

(5) The variance does not correct a hardship caused by a former or current owner of the property, because:

Contact Information

Property owner(s) of the petition site:

Name: KT Solutions LLC

Address: 4660 Monroe St
Fort Wayne IN 46806

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person:

Name: Kemlair Touloute

Address: 2630 Pittsburg St
Fort Wayne IN 46803

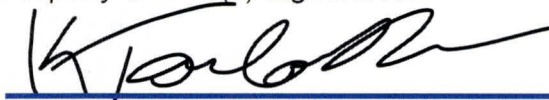
Phone Number: 2604317199

E-mail: KTsconsults@gmail.com

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures:



Oct 16, 2025

Bianca Tirado
City Clerk, South Bend, IN

City of South Bend
BOARD OF ZONING APPEALS

October 15, 2025

Honorable Dr. Oliver Davis
4th Floor, County-City Building
South Bend, IN 46601

RE: Special Exception at 1409 W. Indiana Avenue

Dear Committee Chair Dr. Davis:

Enclosed is an Ordinance for the proposed Special Exception at the above referenced location. Please include the attached Ordinance on the Council agenda for **first reading** at your **October 27, 2025**, Council meeting and set it for public hearing at your **November 10, 2025**, Council meeting. The petition is tentatively scheduled for public hearing at the November 3, 2025, South Bend Board of Zoning Appeals meeting. The staff report and recommendation of the South Bend Board of Zoning Appeals will be forwarded to the Office of the City Clerk by noon on the Wednesday following the public hearing.

The petitioner provided the following to describe the proposed project:
A Special Exception to allow for the use of a duplex.

The full petition is attached for your reference. Changes may occur between the filing and the public hearing. Any substantial changes will be identified at the Council meeting.

If you have any questions, please feel free to contact our office.

Sincerely,



Brian Killen
Zoning Administrator

CC: Bob Palmer

Oct 16, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 71-25

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING
APPEALS FOR THE PROPERTY LOCATED AT 1409 W. INDIANA AVENUE
COUNCILMANIC DISTRICT NO. 6 IN THE CITY OF SOUTH BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

Request a Special Exception to allow a two-unit dwelling

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council has provided notice of the hearing on the Petition from the Advisory Board of Zoning Appeals pursuant to Indiana Code Section 5-14-1.5-5, requesting that a Special Exception be granted for property located at:

1409 W. Indiana Avenue

In order to permit a two-unit dwelling.

SECTION II. Following a presentation by the Petitioner, and after proper public hearing, the Common Council hereby approves the petition of the Advisory Board of Zoning Appeals, a copy of which is on file in the Office of the City Clerk.

SECTION III. The Common Council of the City of South Bend, Indiana, hereby finds that:

1. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience, or general welfare;
2. The proposed use will not injure or adversely affect the use of adjacent area of property values therein;
3. The proposed use will be consistent with the character of the district in which it is located, and the land uses authorized therein;
4. The proposed use is compatible with the recommendations of the City of South Bend Comprehensive Plan;

SECTION IV. Approval is subject to the Petitioner complying with the reasonable conditions, if any, established by the Advisory Board of Zoning Appeals which are on file in the Office of the City Clerk.

SECTION V. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the
City of South Bend, Indiana on the ____ day of _____, 2025, at ____ o'clock __m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock
____m.

James Mueller, Mayor
City of South Bend, Indiana

City of South Bend
BOARD OF ZONING APPEALS

227 W. Jefferson - Suite 1400S
South Bend, IN 46601
zoning@southbendin.gov

Petition for Variance - Special Exception

Property Information

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Use requested: exception to build a pre-approved stacked duplex

☐ Variance(s) - *List variances below, complete and attach Criteria for Decision Making*

Variance(s) requested:

Required Documents

- ☐ Completed Application (including Criteria for Decision Making and Contact Information)
- ☐ Site Plan drawn to scale
- ☐ Filing Fee

Criteria for Decision Making

Special Exception - *if applicable*

A Special Exception may only be granted upon making a written determination, based upon the evidence presented at a public hearing. Please address how the project meets the following criteria.

(1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare, because:
the location is under utilized and will be used in accordance to local laws.

(2) The proposed use will not injure or adversely affect the use of the adjacent area or property values therein, because:
it will be new and will stay within property lines.

(3) The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein, because:
it will support the growing population and land use.

(4) The proposed use is compatible with the recommendations of the Comprehensive Plan, because:
the duplex is approved for U1 with exceptions.

Criteria for Decision Making

Variance(s) - *if applicable*

State statutes and the Zoning Ordinance require that certain standards must be met before a variance can be approved. Please address how the project meets the following criteria:

(1) The approval will not be injurious to the public health, safety, morals and general welfare of the community, because:

(2) The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner, because:

(3) The strict application of the terms of this Chapter would result in practical difficulties in the use of the property, because:

(4) The variance granted is the minimum necessary, because:

(5) The variance does not correct a hardship caused by a former or current owner of the property, because:

Contact Information

Property owner(s) of the petition site:

Name: KT Solutions LLC

Address: 4660 Monroe St
Fort Wayne IN 46806

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person:

Name: Kemlair Touloute

Address: 2630 Pittsburg St
Fort Wayne IN 46803

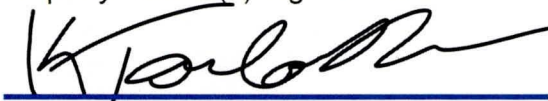
Phone Number: 2604317199

E-mail: KTSconsults@gmail.com

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures: .



Oct 16, 2025

Bianca Tirado
City Clerk, South Bend, IN

City of South Bend

BOARD OF ZONING APPEALS

October 15, 2025

Honorable Dr. Oliver Davis
4th Floor, County-City Building
South Bend, IN 46601

RE: Special Exception at 1101 Elliott Street

Dear Committee Chair Dr. Davis:

Enclosed is an Ordinance for the proposed Special Exception at the above referenced location. Please include the attached Ordinance on the Council agenda for **first reading** at your **October 27, 2025**, Council meeting and set it for public hearing at your **November 10, 2025**, Council meeting. The petition is tentatively scheduled for public hearing at the November 3, 2025, South Bend Board of Zoning Appeals meeting. The staff report and recommendation of the South Bend Board of Zoning Appeals will be forwarded to the Office of the City Clerk by noon on the Wednesday following the public hearing.

The petitioner provided the following to describe the proposed project:
A Special Exception to allow for the use of a duplex.

The full petition is attached for your reference. Changes may occur between the filing and the public hearing. Any substantial changes will be identified at the Council meeting.

If you have any questions, please feel free to contact our office.

Sincerely,



Brian Killen
Zoning Administrator

CC: Bob Palmer

Oct 16, 2025

BILL NO. 72-25

Bianca Tirado
City Clerk, South Bend, IN

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, APPROVING A PETITION OF THE ADVISORY BOARD OF ZONING
APPEALS FOR THE PROPERTY LOCATED AT 1101 ELLIOTT STREET
COUNCILMANIC DISTRICT NO. 2 IN THE CITY OF SOUTH BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

Request a Special Exception to allow a two-unit dwelling

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. The Common Council has provided notice of the hearing on the Petition from the Advisory Board of Zoning Appeals pursuant to Indiana Code Section 5-14-1.5-5, requesting that a Special Exception be granted for property located at:

1101 Elliott Street

In order to permit a two-unit dwelling.

SECTION II. Following a presentation by the Petitioner, and after proper public hearing, the Common Council hereby approves the petition of the Advisory Board of Zoning Appeals, a copy of which is on file in the Office of the City Clerk.

SECTION III. The Common Council of the City of South Bend, Indiana, hereby finds that:

1. The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience, or general welfare;
2. The proposed use will not injure or adversely affect the use of adjacent area of property values therein;
3. The proposed use will be consistent with the character of the district in which it is located, and the land uses authorized therein;
4. The proposed use is compatible with the recommendations of the City of South Bend Comprehensive Plan;

SECTION IV. Approval is subject to the Petitioner complying with the reasonable conditions, if any, established by the Advisory Board of Zoning Appeals which are on file in the Office of the City Clerk.

SECTION V. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the
City of South Bend, Indiana on the ____ day of _____, 2025, at ____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the ____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana

City of South Bend
BOARD OF ZONING APPEALS

227 W. Jefferson - Suite 1400S
South Bend, IN 46601
zoning@southbendin.gov

Petition for Variance - Special Exception

Property Information

Tax Key Number: 71-08-03-155-020.000-26
Address: 1101 Elliott St. South Bend, IN 46628
Owner: 1101 Elliott Street Trust, Ivan Lopez & Isabel Rivera
Zoning: Choose the current district St. Joseph County Trustees

Project Summary:

Special Exemption Permit

Requested Action

- ☒ Special Exception/ Use Variance - complete and attach Criteria for Decision Making
Use requested: Duplex or two units
- ☐ Variance(s) - List variances below, complete and attach Criteria for Decision Making
Variance(s) requested:

Required Documents

- ☒ Completed Application (including Criteria for Decision Making and Contact Information)
☒ Site Plan drawn to scale / building sketch
☒ Filing Fee

Criteria for Decision Making

Special Exception - if applicable

A Special Exception may only be granted upon making a written determination, based upon the evidence presented at a public hearing. Please address how the project meets the following criteria.

(1) The proposed use will not be injurious to the public health, safety, comfort, community moral standards, convenience or general welfare, because:

It will be use as two units residential.

(2) The proposed use will not injure or adversely affect the use of the adjacent area or property values therein, because:

It should improve neighbors values as it provides more housing available for families.

(3) The proposed use will be consistent with the character of the district in which it is located and the land uses authorized therein, because:

Residential.

(4) The proposed use is compatible with the recommendations of the Comprehensive Plan, because:

It doesn't add to existing structures.

Contact Information

Property owner(s) of the petition:

Name:

Address:

Address:

Name:

Address:

Contact Person:

Name:

Address:

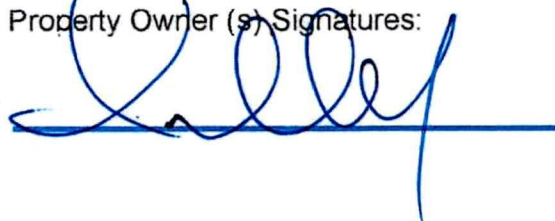
Phone Number:

E-mail:

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

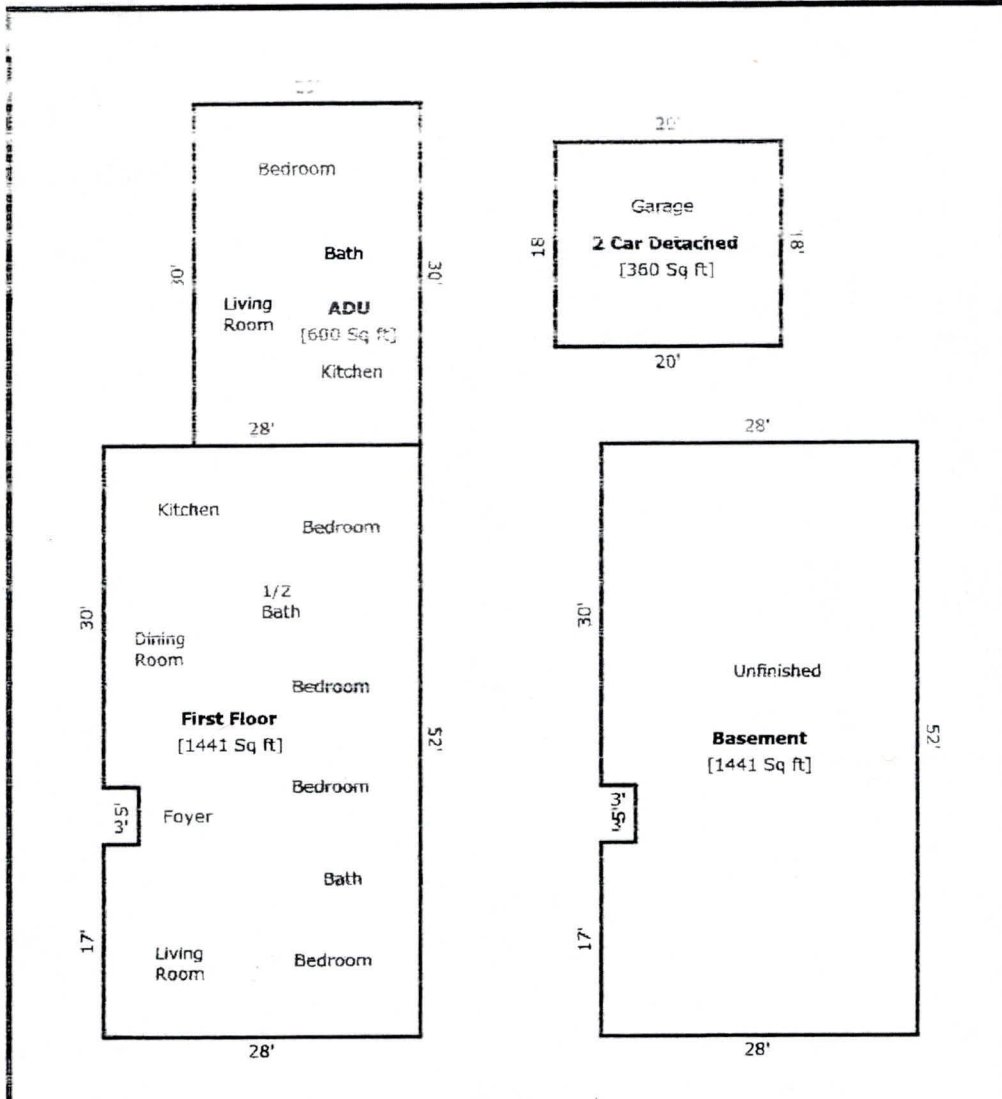
The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures:



Building Sketch

1101 Elliott St	County	St. Joseph	State	IN	Zip Code	46628-1913
South Bend						



Area Calculations Summary		Calculation Details	
Living Area			
First Floor	1441 Sq ft	$52 \times 25 = 1300$	
		$30 \times 3 = 90$	
		$17 \times 3 = 51$	
Total Living Area (Rounded):	1441 Sq ft		
Non-living Area			
2 Car Detached	360 Sq ft	$18 \times 20 = 360$	
Basement	1441 Sq ft	$52 \times 25 = 1300$	
		$30 \times 3 = 90$	
		$17 \times 3 = 51$	
ADU	600 Sq ft	$30 \times 20 = 600$	

018-2062-2283

No SD Filed BN

Transfer 79308
Taxing Unit South Bend
Date 12/09/2024

2024-29187
RECORDED AS PRESENTED ON
12/09/2024 10:34 AM
MARY BETH WISNIEWSKI
ST. JOSEPH COUNTY
RECORDER
PGS: 3 FEES: 25.00

WARRANTY DEED
Under IC 32-17-1-2

This WARRANTY DEED, executed on this 3 day of December, 2024 by the Grantor, Ivan L. Lopez and Isabel M. Rivera Perez, husband and wife having an address of 1101 Elliott Street, South Bend, IN 46628 to the Grantee, Scott Royal Smith, Trustee of the 1101 Elliott Street, Trust, with a mailing address of 1309 Arbor Lake Blvd, Hermitage TN 37076.

WITNESSETH, that said Grantor, for the sum of \$0.00 (Zero Dollars and no one-hundredths) and other valuable consideration, Conveys, and Warrants the following parcel of land in St. Joseph County, Indiana - legally described as:

MH

Lot Numbered 318 as shown on the plat of Lincoln Manor Addition recorded December 4, 1923 in the Office of the Recorder of St. Joseph County, Indiana, in Plat Book 11, pages 108-109 and re-recorded February 25, 1930 in Plat Book 13, pages 80-81.

Commonly known as: 1101 Elliott Street, South Bend, IN 46628

Key No.: 018-2062-2283
Tax Parcel No: 71-08-03-155-020.000-026

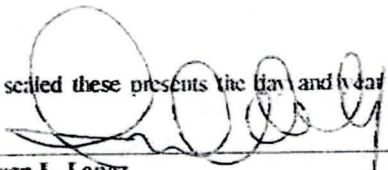
Source of Title: St. Joseph County Recorder's Office, State of Indiana, Document Nos. 2022-23945 and 2022-23946, both Recorded on 08/16/2022

THIS CONVEYANCE made subject to any and all easements, agreements, and restrictions of record, and to legal highways.

TO HAVE AND TO HOLD the above-described premises, together with all and singular the rights and appurtenances thereto in anywise belonging, unto the said Grantee, Grantee's heirs and assigns forever, and Grantor does hereby bind Grantor, Grantor's heirs, executors and administrators, to WARRANT AND FOREVER DEFEND all and singular the said premises unto the said Grantee, Grantee's heirs and assigns, against every person whomsoever lawfully claiming or to claim the same or any part thereof. This property is conveyed AS IS and subject to existing indebtedness.

DULY ENTERED FOR TAXATION
ST. JOSEPH CO. INDIANA
SUBJECT TO FINAL ACCEPTANCE
FOR TRANSFER

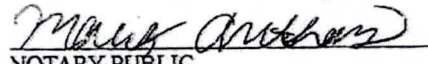
IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.


Ivan L. Lopez

STATE OF Georgia
COUNTY OF Richmond SS

BEFORE ME, the undersigned Notary Public, on this day personally appeared **Ivan L. Lopez** known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the annexed deed and consideration therein expressed of his/her/their own free will and act.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 31st day of December, 2024.


NOTARY PUBLIC

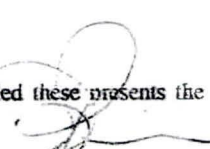
Printed Name: Malik Anthony

County of Residence: Richmond

My Commission Expires: 07/27/2027



IN WITNESS WHEREOF, the said Grantor has signed and sealed these presents the day and year first above written.

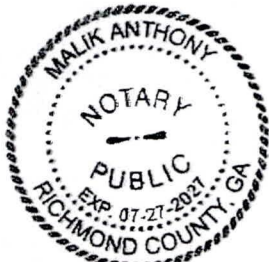

Isabel M. Rivera Perez

STATE OF Georgia

COUNTY OF Richmond

BEFORE ME, the undersigned Notary Public, on this day personally appeared Isabel M. Rivera Perez known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he/she executed the annexed deed and consideration therein expressed of his/her/their own free will and act.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS 2nd day of December, 2021




NOTARY PUBLIC

Printed Name: Malik Anthony

County of Residence: Richmond

My Commission Expires: 07/27/2021

Document Prepared By
& Mail recorded document to:
Scott Smith, Esq.
5900 Balcones Drive #21113

Mail tax bills to:
1101 Elliott Street, Trust
1309 Arbor Lake Blvd
Hermitage TN 37076

Austin, Texas 78731

I affirm, under the penalties for perjury, that I have taken reasonable care to redact each Social Security number in this document unless required by law. Scott Smith

The parties herein confirm and agree by their signatures above and/or acceptance of this document that the preparer of this document has not advised the parties on the propriety or suitability of the conveyance; has been engaged solely for the purpose of preparing this instrument; has prepared the instrument only from information given to preparer by the parties and/or their representatives; and that they agree to hold harmless, indemnify and defend the preparer from and against any and all losses, liabilities, claims, demands, actions, suits, proceedings, and costs of every nature arising therefrom. The parties herein further agree at any time, and from time to time, to cooperate, adjust, initial, execute, re-execute and re-deliver such further deeds and documents, correct any defect, error or omission and do any and all such further things as may be necessary to implement and carry out the intent of the parties in making this conveyance. Preparer shall not be liable for any consequences arising from modifications to this document not made or approved by the preparer.

73-25



City of South Bend **PLAN COMMISSION**

County-City Building
227 W. Jefferson Blvd. 1400S
South Bend, IN 46601
(574) 235-7627
www.southbendin.gov/zoning

October 22, 2025

Honorable Committee Chair Davis
4th Floor, County-City Building
South Bend, IN 46601

Filed in Clerk's Office

Oct 22, 2025

RE: 725 W La Salle – PC#0270-25

Bianca Tirado
City Clerk, South Bend, IN

Dear Committee Chair Davis:

Enclosed is an Ordinance for the proposed Zone Map Amendment at the above referenced location. Please include the attached Ordinance on the Council agenda for first reading at your October 27, 2025 Council meeting, and set it for public hearing at your November 24, 2025 Council meeting. The petition is tentatively scheduled for public hearing at the November 17, 2025 South Bend Plan Commission meeting. The recommendation of the South Bend Plan Commission will be forwarded to the Office of the City Clerk by noon on the day following the public hearing.

The petitioner provided the following to describe the proposed project:

Rezoning an city-owned unzoned parcel that was created during right-of-way vacation.

If you have any questions, please feel free to contact our office.

Sincerely,

Timothy Staub
Zoning Specialist

CC: Bob Palmer

Oct 22, 2025

Bianca Tirado
City Clerk, South Bend, IN

BILL NO. 73-25

ORDINANCE NO. _____

**AN ORDINANCE OF THE COMMON COUNCIL OF THE CITY OF SOUTH BEND,
INDIANA, AMENDING THE ZONING ORDINANCE FOR PROPERTY LOCATED 725
W LASALLE AVE COUNCILMANIC DISTRICT NO. 1 IN THE CITY OF SOUTH
BEND, INDIANA**

STATEMENT OF PURPOSE AND INTENT

Rezoning an city-owned unzoned parcel that was created during right-of-way vacation.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of South Bend, Indiana, as follows:

SECTION I. Ordinance No. 10689-19, which ordinance is commonly known as the Zoning Ordinance of the City of South Bend, Indiana, be and the same hereby amended in order that the zoning classification of the following described real estate in the City of South Bend, St. Joseph County, State of Indiana:

Lot 1 Charles Martin Sr Dr Minor 25/26 AFF #823 4/26/2024

be and the same is hereby established as U1 Urban Neighborhood 1

SECTION II. This ordinance is and shall be subject to commitments as provided by Chapter 21-12.07(f)(7) Commitments, if applicable.

SECTION III. This Ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the mayor, and legal publication, and full execution of any conditions or Commitments placed upon the approval.

Canneth J. Lee, Council President
South Bend Common Council

Attest:

Bianca L. Tirado, City Clerk
Office of the City Clerk

Presented by me, the undersigned Clerk of the City of South Bend, to the Mayor of the City of South Bend, Indiana on the ____ day of _____, 2025, at _____ o'clock .m.

Bianca L. Tirado, City Clerk
Office of the City Clerk

Approved and signed by me on the _____ day of _____, 2025, at ____ o'clock
____.m.

James Mueller, Mayor
City of South Bend, Indiana

Petition for Rezoning or Combined Public Hearing

Property Information

Tax Key Number: 018-1025-1084

Address: 725 W LaSalle Ave

Owner: CIVIL CITY OF SOUTH BEND

Legal Description:

Lot 1 Charles Martin Sr Dr Minor 25/26 AFF #823 4/26/2024

Project Summary

Rezoning an city-owned unzoned parcel that was created during right-of-way vacation.

Requested Action

Application includes (check all that apply)

☒ Rezoning

Current District: Choose the current district

Additional Districts, if applicable

Proposed District U1 Urban Neighborhood 1

Additional Districts, if applicable

The Plan Commission and Council will consider the following in the review of a rezoning petition:

- (1) The comprehensive Plan;*
- (2) Current conditions and the character of the current structures and uses in each district;*
- (3) The most desirable use for which the land in each district is adapted;*
- (4) The conservation of property values throughout the jurisdiction; and*
- (5) Responsible development and growth.*

☐ Subdivision – complete and attach subdivision application

☐ Special Exception – complete and attach Criteria for Decision Making

Use requested: _____

☐ Variance(s) - List variances below, complete and attach Criteria for Decision Making

Variance(s) requested: _____

Required Documents

- ☐ Completed Application (including Contact Information)
- ☐ Site Plan drawn to scale
- ☐ Filing Fee
- ☐ Additional documents as noted above

Contact information

Property owner(s) of the petition site:

Name: CIVIL CITY OF SOUTH BEND

Address: 215 S. Dr. Martin Luther King Jr. Blvd.
South Bend, IN 46601

Name: _____

Address: _____

Name: _____

Address: _____

Contact Person:

Name: Joseph R Molnar

Address: 215 S. Dr. Martin Luther King Jr. Blvd.
South Bend, IN 46601

Phone Number: 574-245-6022

E-mail: jrmolnar@southbendin.gov

By signing this petition, the Petitioner/Property Owners of the above described Real Estate acknowledge they are responsible for understanding and complying with the South Bend Zoning Ordinance and any other ordinance governing the property. Failure of staff to notify the petitioner of a requirement does not imply approval or waiver from anything contained within the ordinance.

The undersigned authorizes the contact person listed above to represent this petition before the South Bend Plan Commission and Common Council and to answer any and all questions related to this petition.

Property Owner (s) Signatures:



10/22/25