

SOUTH BEND BOARD OF ZONING APPEALS

MINUTES

Monday, December 1, 2025
4:00 p.m.

3rd Floor, Council Chambers
City Hall, South Bend, IN

MEMBERS PRESENT:

Mark Burrell
Francisco Fotia
Caitlin Stevens

MEMBERS ABSENT:

Kaine Kanczuzewski

ALSO PRESENT:

Tim Corcoran
Michael Divita
Brian Killen
Tim Staub
Mark Dellostrito
Jenna Throw
Kelly Meehan

PUBLIC HEARINGS:

- 1 The petition of JOHNSON DELORES R seeking a Special Exception to allow a Dwelling, 2 Units in S1 Suburban Neighborhood 1 (21-06.01(j)(3)), property located at 1005 WHITE OAK DR. Zoned S1 Suburban Neighborhood 1. (Audio Position: 02:57)**

STAFF REPORT

The staff report was presented by Tim Staub.

Analysis: The construction of a new duplex that is consistent with the scale and character of the surrounding neighborhood will bring new residents to the area and provide additional housing.

Staff Recommendation: Based on the information provided prior to the public hearing, the staff recommends the Board send the petition to the Common Council with a favorable recommendation.

PETITIONER- Delores Johnson, 1005 White Oak Dr, petitioner, appeared in person to present.

INTERESTED PARTIES

Eugene Kruger, 1611 Dorwood Dr, appeared in person, in opposition to the petition

James Waklowic, 925 White Oak Dr, appeared in person, in opposition to the petition

Tim Cerrabello, 1006 White Oak Dr, appeared in person, in opposition to the petition

Amanda Cerrabello, 1006 White Oak Dr, appeared in person, in opposition to the petition

Virginia Kruger, 1611 Dorwood Dr, appeared in person, in opposition to the petition

PUBLIC COMMENT

Bill Stentz, 1020 E Colfax, appeared virtually, in opposition to the petition

David Harpster, Black Oak Dr, appeared virtually, in opposition to the petition

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After careful consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Caitlin Stevens and unanimously carried, a petition by JOHNSON DELORES R seeking a Special Exception for a Dwelling, 2 Units in S1 Suburban Neighborhood 1 (21-06.01(j)(3)) for property located at 1005 WHITE OAK DR, City of South Bend, is sent to the Common Council with a favorable recommendation, and will issue written Findings of Fact.

Caitlin Stevens - Yes

Kaine Kanczuzewski - Absent

Mark Burrell - Yes

Francisco Fotia - Yes

- 2 The petition of ST JOHN THE BAPTIST CATHOLIC CHURCH seeking the following variance(s): from the 4' maximum height of a 50% open fence in the front and corner yards to 6' (21-09.02(c)(1)), property located at 3526 ST JOHNS WAY. Zoned S1 Suburban Neighborhood 1.** *(Audio Position:1:02:00)*

STAFF REPORT

The staff report was presented by Mark Dellostritto .

Analysis: The 6' fence is required to provide proper protection for children attending school and playing outside in the front and corner yards on the property.

Staff Recommendation: Based on the information provided prior to the public hearing, the staff recommends the Board approve the variance as presented.

PETITIONER – Deacon James Summers, 3526 St John's Way, petitioner, appeared in person to present.

INTERESTED PARTIES

There was no one from the public to speak.

PUBLIC COMMENT

There was no one from the public to speak.

After careful consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Caitlin Stevens and unanimously carried, a petition by ST JOHN THE BAPTIST CATHOLIC CHURCH seeking the following variances: from the 4' maximum height of a 50% open fence in the front and

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corner yards to 6' (21-09.02(c)(1)) was approved as presented, and will issue written Findings of Fact.

Caitlin Stevens - Yes

Kaine Kanczuzewski - Absent

Mark Burrell -Yes

Francisco Fotia -Yes

- 3 The petition of FOWLER LLC seeking the following variance(s): to reduce minimum Visible Light Transparency (VLT) from 50% to 31% to count towards facade transparency (21-02.03(f)(1)(A)), property located at 626 PORTAGE AVE. Zoned UF Urban Neighborhood Flex.** *(Audio Position: 1:11:00)*

STAFF REPORT

The staff report was presented by Tim Staub.

Analysis: The applicant is adhering to the intent to maintain transparency along the front facade, while only reducing the light transmittance. This reduction is to protect the contents of the building from the damage the sun could cause. This structure is in the Chapin Park Historic District and front facade changes will require a Certificate of Acceptance from the Historic Preservation Commission (HPC). The applicant should work with HPC staff to ensure a respectful design approach to the building.

Staff Recommendation: Based on the information provided prior to the public hearing, staff recommends the Board approve the variance as presented.

PETITIONER- Cassidy and Richard Fowler, 738 S 24th St, petitioners, appeared virtually to present

INTERESTED PARTIES

There was no one from the public to speak.

PUBLIC COMMENT

There was no one from the public to speak.

After careful consideration, the following action was taken:

Upon a motion by Caitlin Stevens, being seconded by Francisco Fotia and unanimously carried, a petition by FOWLER LLC seeking the following variances: to reduce minimum Visible Light Transparency (VLT) from 50% to 31% to count towards facade transparency (21-02.03(f)(1)(A)) was approved as presented, and will issue written Findings of Fact.

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Caitlin Stevens - Yes
Kaine Kanczuzewski - Absent
Mark Burrell -Yes
Francisco Fotia -Yes

ITEMS NOT REQUIRING A PUBLIC HEARING

1. Findings of Fact- November 3, 2025 – Tabled
2. Minutes – November 3, 2025 – Tabled
3. Other Business
- A. 2026 Meeting Schedule
4. Adjournment- 5:27pm

RESPECTFULLY SUBMITTED,

MARK BURRELL,
Chair

ATTEST:

BRIAN KILLEN,
Secretary of the Board