



CITY OF SOUTH BEND

BOARD OF PUBLIC WORKS

May 12, 2026

Ms. Stacey Holdeman

Premiere Signs

400 N. Main St.

Goshen, IN 46528

stacey@premieresigns.com; tricia.tolivar@cava.com

RE: Encroachment into Public Right-of-Way – 1251 N. Eddy St., Suite 109

Dear Ms. Holdeman:

At its May 12, 2026 meeting, the Board of Public Works approved your request for the installation of a Awning Canopy at 1251 N. Eddy St, Suite 109. This encroachment was approved subject to the improvements not becoming a safety hazard. Enclosed please find copies of the permit and application.

The encroachment will be permitted to remain and continue until such time as the Board of Public Works of the City of South Bend shall determine that such encroachment is in any way impairing or interfering with the highway or with the free and safe flow of traffic thereon. Said encroachment shall not in any way prejudice or preclude the City's rights with respect to the future use of that portion of the right-of-way. If, at any time, the City of South Bend determines that it is necessary to revoke the encroachment permit, you, or the future property owner will be responsible for any and all costs associated with the removal of the encroachment and returning your property to its pre-existing state.

Sincerely,

/s/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures
HH/cb



**INTEROFFICE MEMORANDUM
BOARD OF PUBLIC WORKS**

DATE: April 23, 2026

TO: Kyle Ludlow, Engineering Department
Derek Erquhart, Fire Department
Chris Dressel, Community Investment

FROM: Hillary Horvath, Clerk; PWengineering@southbendin.gov

SUBJECT:

**ENCROACHMENT RECOMMENDATION
Revocable Encroachment – Cava Mediterranean Grill**

LOCATION: 1251 N. EDDY ST SUITE 109

PLEASE INSERT YOUR RECOMMENDATIONS IN THE APPROPRIATE FIELD BELOW, BASED ON THE FOLLOWING CRITERIA:

1. It has been determined that this encroachment in no way impairs the highway or with the free and safe flow of traffic thereon, and it is recommended that the encroachment be permitted to remain.
2. Said encroachment shall not in any way prejudice or preclude the City's rights with respect to the future use of the portion of the right-of-way.

ENGINEERING: (Recommendation provided after consulting with Streets Department – Coby Deal) Favorable Recommendation

COMMUNITY INVESTMENT: Favorable Recommendation

FIRE: Favorable Recommendation



ENCROACHMENT APPLICATION

City of South Bend – Board of Public Works
215 Doctor M.L.K. Jr Blvd; Floor 4
South Bend, IN 46601

PROPERTY OWNER INFORMATION:

Name of Business/Homeowner: Cava Mediterranean Grill
Address: 1251 N. Eddy St. Suite 109
City/State/Zip: South Bend, IN 46617
Phone: _____ Email: tricia.tolivar@cava.com

ENCROACHMENT INFORMATION:

Location of Encroachment: 1251 N. Eddy St. Suite 109
Encroachment Description: Building canopy on storefront goes into right of way
CL Road to R/W Line: 54' Size of Encroachment: 5' x 20' x 8"
Distance of R/W: 0 Amount in R/W: 5'

INSTALLER'S INFORMATION:

Business Name: Premiere Signs
Address: 400 N. Main St.
City/State/Zip: Goshen, IN 46528
Phone: 574.533.8585 Email: stacey@premieresigns.com
Signature: _____
Printed Name: Stacey Holdeman

INCLUDE THE FOLLOWING ITEMS WITH YOUR APPLICATION:

- Photos of the area where encroachment will take place.
- Plans and Specifications
- Completed Agreement

AFFIRMATION

I, the undersigned do hereby certify and affirm that all the information given in this application is accurate and correct. I understand that encroachments must in no way impair the highway or free and safe flow of traffic thereon and may be revoked at any time.

Signature of Applicant: Stacey Holdeman Date: 4/22/2020
Printed Name of Applicant: Stacey Holdeman



REVOCABLE PERMIT

RECOGNITION OF ENCROACHMENT UPON CITY OF SOUTH BEND-CONTROLLED PROPERTY AND PROVISIONS ALLOWING TEMPORARY CONTINUANCE OF SAME

Company/Homeowner Name Cava Mediterranean Grill, hereafter, the "APPLICANT."

The encroachment will be permitted to remain and continue under the following terms and conditions:

- 1) Until such time as the BOARD OF PUBLIC WORKS ("BOARD") of the CITY OF SOUTH BEND ("CITY") shall determine that such encroachment is in any way impairing or interfering with the highway or with the free and safe flow of traffic thereon;
- 2) Said encroachment shall not in any way prejudice or preclude the CITY'S rights with respect to the future use of the portion of the right-of-way;
- 3) The encroachment as it now exists shall in no manner be added to or enlarged in its present scope or dimensions;
- 4) In the event of change of ownership of the fixture or any other item of personal property which constitutes the aforesaid encroachment, this permit shall become null and void;
- 5) The CITY shall not be liable to APPLICANT for any damages caused to APPLICANT that arise out of or is incidental to any activity and/or incidences authorized by this permit;
- 6) In consideration of the granting of this Permit by the BOARD, APPLICANT shall indemnify, hold harmless and defend the CITY from and against any and all actions or causes of action which the CITY may suffer or incur by reason of bodily injury, including death, to any person or persons, or by reason of damage to or destruction of any property, including the loss thereof, arising out of or in any manner connected with any activity and/or incidences authorized by this permit and/or any activities and/or incidences incidental thereto, or which the CITY may sustain or incur in connection with any litigation, investigation, or other expenditures incidental thereto, including any suit instituted by the CITY to enforce the obligation of this agreement of indemnity.
It is the intent of the parties hereto that the APPLICANT shall indemnify the CITY under this indemnification clause to the fullest extent permitted by law.

This approval shall be binding upon everyone past or present, claiming any interest in and to the aforementioned encroachment.

ACCEPTANCE OF TERMS AND CONDITIONS

I accept and agree to be bound by all of the terms and conditions of this permit.

Submitted By: Stacey Holdeman
 Signature: *Stacey Holdeman*
 Date: 04/22/2026

CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS

Elizabeth A. Maradik
Elizabeth A. Maradik, President

Murray L. Miller
Murray L. Miller, Member

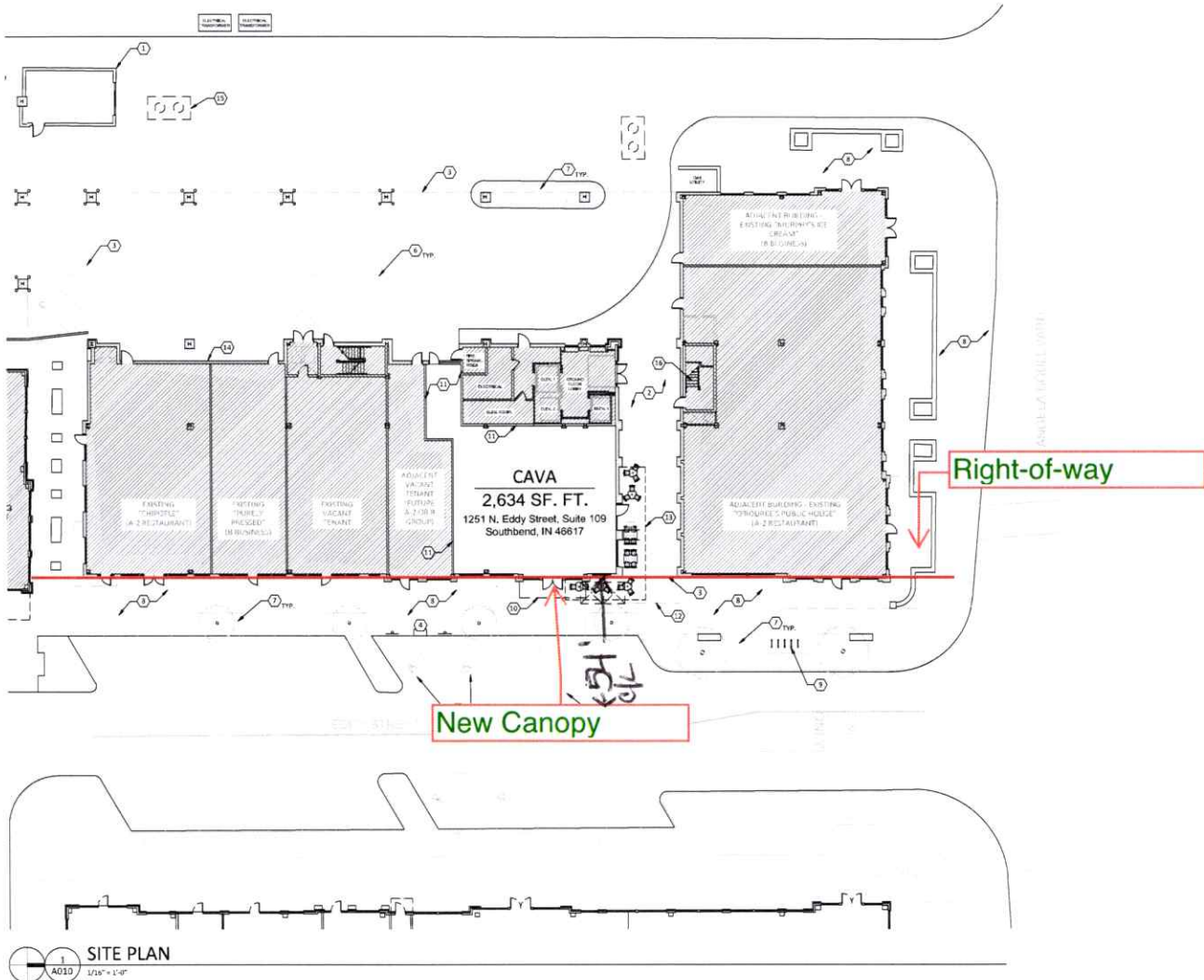
Abigail E. Magas, P.E.
Abigail E. Magas, Member

Joseph R. Molnar
Joseph R. Molnar, Vice President

Breana N. Micou
Breana N. Micou, Member

Hillary R. Horvath
Attest: Hillary R. Horvath, Clerk

Date: May 7, 2026



SITE PLAN
A010 1/16" = 1'-0"

GENERAL NOTES

A. ALL WORK INDICATED "BY LANDLORD" TO BE COMPLETED BY THE LANDLORD UNDER SEPARATE PERMIT.

- SITE PLAN CODED NOTES**
- EXISTING TRASH ENCLOSURE WITH SHARED TRASH COMPACTOR.
 - EXISTING COVERED EXTERIOR CORRIDOR.
 - EXISTING BUILDING OVERHANG.
 - EXISTING ADA RAMP TO REMAIN.
 - EXISTING ADA PARKING TO REMAIN.
 - EXISTING PARKING/STRIPING.
 - EXISTING LANDSCAPE.
 - EXISTING SIDEWALK.
 - EXISTING BIKE RACKS.
 - GC TO PROVIDE AND INSTALL NEW CANOPY. UNDER SEPARATE SUBMITTAL / DEFERRED PERMIT. REFER TO SIGNAGE DRAWINGS.
 - EXISTING DEMISING WALL.
 - EXISTING CANOPY TO REMAIN.
 - OPEN - OUTDOOR SEATING PER LANDLORD DEVELOPMENT PLANS
 - BUILDING ELECTRICAL SERVICE AND GEAR. REFER TO ELECTRICAL DRAWINGS FOR TENANT WORK.
 - EXISTING SHARED GREASE INTERCEPTOR.
 - LOCATION OF EXISTING ROOF ACCESS STAIR.



DATE	
REVISION	
DESCRIPTION	
BY	
CHECKED	
DATE	

CAVA

CAVA 010626 - SOUTH BEND, IN
1251 N. EDDY ST. SUITE 109
SOUTH BEND, IN 46617
FOR
CAVA
14 Ridge Square NW #500, WASHINGTON, DC 20016

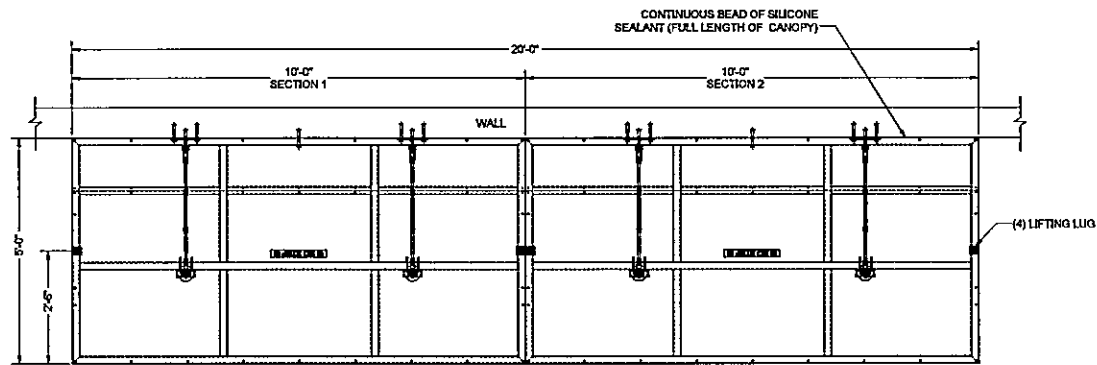
PROJECT NUMBER
25-1131.00

DATE	BY	DATE	BY
09/29/2025	JM	09/29/2025	JM
11/25/2025	JM	11/25/2025	JM

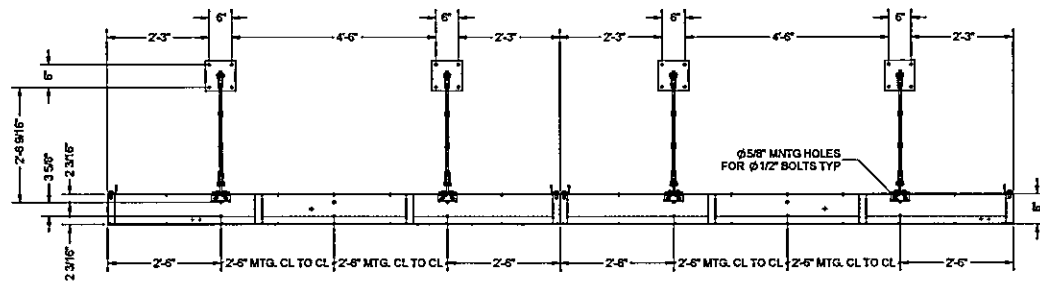
DRAWN BY: JC/MS
CHECKED BY: JM

SITE PLAN

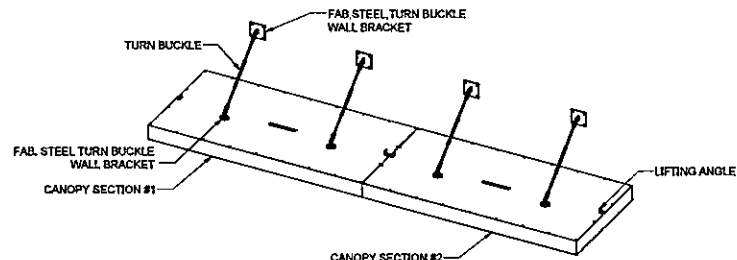
A010



TOP VIEW
SCALE 1:16



FRONT VIEW
SCALE 1:16



ISOMETRIC VIEW
SCALE 1:30



**INSTALLATION
DRAWING**

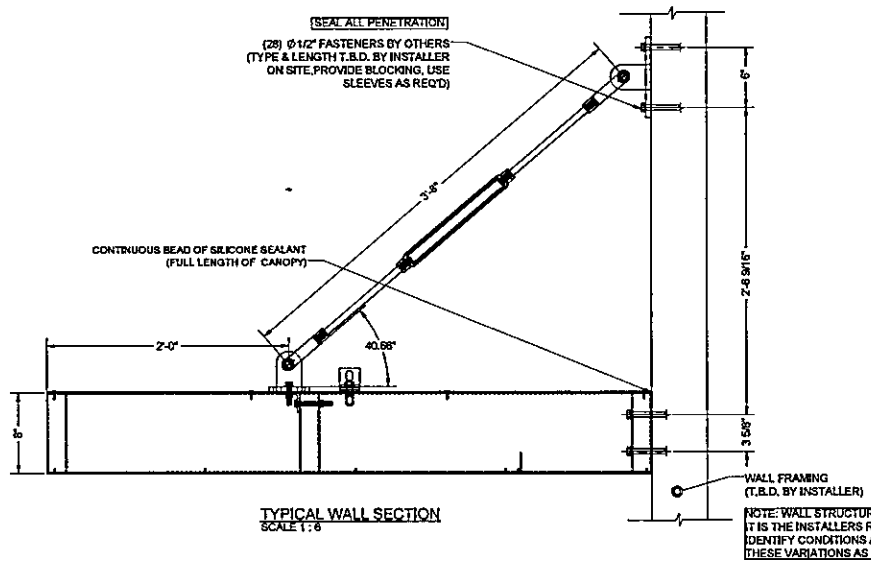
THESE DRAWINGS ARE THE EXCLUSIVE
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OR DUPLICATION IN ANY MANNER WITH-
OUT EXPRESS WRITTEN PERMISSION OF
EVERBRITE, LLC IS PROHIBITED.

REV	DATE	BY	CHK	DESCRIPTION
A	2/18/2026	MCM	CJB	RELEASED FOR INSTALLATION

DRAWN BY TECHNO-MCM	SITE
DATE 2/18/2026	72440 1251 N EDDY ST SUITE 109 SOUTH BEND, IN 46617-1479
CHECKED BY CJB	
DATE 2/18/2026	SCALE AS SHOWN

SHEET 1 OF 2

TITLE CAVA CANOPY 8' X 20'-0" X 5'-0" w/TRBKL		
PROJECT NO. 533207	DRAWING NO. IN533207A	REV A



NOTE: WALL STRUCTURE VARIES PER SITE. IT IS THE INSTALLER'S RESPONSIBILITY TO IDENTIFY CONDITIONS AND ADAPT TO THESE VARIATIONS AS NEEDED

GENERAL NOTES
 INSTALLER TO PROVIDE COMPLETION PHOTOS OF MOUNTING CONNECTION POINTS, WIRE ROUTING, OVERALL ELEVATION, AND SEALED PENETRATIONS.

CANOPY ASSEMBLY IS INTENDED FOR OUTDOOR WET LOCATION.

INSTALLER TO BE SURE SIGNS ARE PROPERLY INSTALLED, CONNECTED AND GROUNDED.

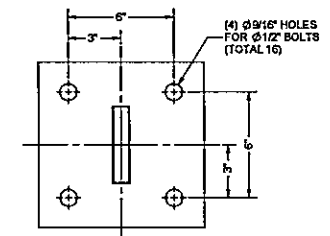
THIS DRAWING IS TO BE USED FOR INSTALLATION PURPOSES ONLY, NOT TO BE USED FOR MANUFACTURING.

INSTALLATION INSTRUCTIONS

1. OPEN PACKAGING CAREFULLY AND INSPECT FOR DAMAGE.
2. DETERMINE CANOPY LOCATION AND TAPE UP THE TEMPLATE (IF PROVIDED) ON THE SURFACE TO WHICH IT WILL BE INSTALLED, RECEIVE CONFIRMATION FROM THE CLIENT.
3. LAYOUT AND PRE-DRILL ALL MOUNTING HOLES REQUIRED FOR MOUNTING THE CANOPY.
4. FILL ALL HOLES WITH SILICONE PRIOR TO MOUNTING THE CANOPY.
5. ATTACH THE HORIZONTAL BLOCKING BEHIND WALL FRAMING SO ALL CONNECTION POINTS HAVE SUPPORT (IF REQUIRED).
6. ADJUST CANOPY TO MATCHING PRE-DRILLED HOLES WHILE INSERTING FASTENERS THROUGH CANOPY, WALL AND BLOCKING. FASTEN WITH HARDWARE.
7. PERFORM TOUCH-UP AS REQUIRED.
8. CLEAN INSTALLATION WORK SITE OF ALL EXCESS MATERIALS AND DEBRIS. DO NOT DISCARD ANY MATERIAL OR DEBRIS INTO ON SITE DUMPSTERS.

SIGN SPECIFICATIONS

DIMENSIONS: 8' X 20'-0" X 5'-0" CANOPY
 AREA: 80 SQ FT.
 ESTIMATED TOTAL WEIGHT: 552 LBS.



(4) VIEW SHOWING WALL MOUNTING BRACKET DETAIL ONLY SCALE 1:2

1/2" DIAMETER FASTENER CHART			
WALL CONSTRUCTION	FASTENER	COMMENTS	EXAMPLE
WOOD BLOCKING ATTACHED BETWEEN AND TO STUDS	THRU BOLT WITH ANGLE OR UNBSTRUIT ACROSS STUDS	USE APA ENGINEERED WOOD ASSOCIATION FASTENER LOADS FOR PLYWOOD - BOLTS	
	LAG BOLTS (4 1/2" EMBEDMENT INTO BLOCKING)	STEEP REDUCTION FOR COMBINED WITHDRAWAL AND LATERAL LOADS	
BRCK, CONCRETE BLOCK, SOLID CONCRETE	SLEEVE ANCHOR (2" MINIMUM EMBEDMENT)	SEE HILTI TECHNICAL GUIDE	
	HILTI HST HY 20 OR EQUAL	SEE HILTI TECHNICAL GUIDE	

NOTE: ALL FASTENERS TO BE THRU BOLTS IF POSSIBLE. USE ALTERNATE FASTENERS PER WALL TYPE SHOWN ABOVE IF THRU BOLTING IS NOT POSSIBLE. ALL FASTENERS ARE TO BE CHOSEN AND PLACED IN ACCORDANCE WITH THE MANUFACTURER'S INSTALLATION INSTRUCTIONS.



INSTALLATION DRAWING		DRAWN BY		SITE		TITLE	
THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF EVERBRITE, LLC. USE OF, OR DUPLICATION IN ANY MANNER WITHOUT EXPRESS WRITTEN PERMISSION OF EVERBRITE, LLC IS PROHIBITED.		TECHNO-MCM		72440 1251 N EDDY ST SUITE 109 SOUTH BEND, IN 46617-1479		CAVA CANOPY 8' X 20'-0" X 5'-0" w/TRBKL	
REV	DATE	BY	CHK	DATE	SCALE	SHEET	REV
A	2/18/2026	MCM	CJB	2/18/2026	AS SHOWN	2 OF 2	A
RELEASED FOR INSTALLATION							

DATE	2/18/2026	CHECKED BY	CJB
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PROJECT NO.	533207	DRAWING NO.	IN533207A
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Notre Dame, Indiana

 Google Street View

Jun 2025 [See more dates](#)

