



# 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

## MINUTES

March 18, 2024  
4:00 p.m.

Council Chambers, 4th Floor  
County-City Building, South Bend, IN

### MEMBERS PRESENT:

Kara Boyles  
Rebecca Ward (virtual)  
Scott Ford  
Francisco Fotia  
John Martinez  
Jason Piontek  
Caitlin Stevens

### MEMBERS ABSENT:

Dr. Oliver Davis

### ALSO PRESENT:

Michael Divita  
Kari Myers  
Amani Morrell  
Kate Bolze  
Tom Panowicz

## PUBLIC HEARING - 4:00 P.M.

A. REZONINGS - None for consideration

B. MAJOR SUBDIVISIONS:

1. **A combined public hearing on a proposed major subdivision, SOUTHFIELD VILLAGE PHASE TWO, by SOUTHFIELD VILLAGE INC, located at the southeast corner of Miami Road and Miami Circle (6450 Miami Circle), City of South Bend, also seeking the following variances: 1) from the maximum 48' width of a duplex to 108'; 2) from the required 25' corner yard setback to 20.5' – PC# 0193-24**

*(Audio Position: 02:52)*

### STAFF REPORT

The staff report was presented by Kari Myers.

*Commission Member Kara Boyles arrived late to the meeting.  
She arrived at Audio Position: 3:20*

**Analysis:** The site is being developed into a retirement community with similar layout and design of Southfield Phase 1 to the north. The variances will allow duplexes wider than allowed by the ordinance, reduced corner setbacks from Miami Circle, and reduced setbacks between some of the buildings to provide for a cohesive development.

**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, subject to the following: 1) providing an acceptable drainage plan; 2) execution of utility extension agreement; and 3) approval of Board of

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Public Works water and sewage extension agreement. The staff recommends the Commission approve the variances as presented.

### PETITIONER

Chris Godlewski, Abonmarche, 315 W Jefferson Blvd, South Bend, IN appeared in person on behalf of the petitioner to present.

Joe Doran, Vice President of Operations, Southfield Village, 6450 Miamia Circle, South Bend, IN 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.

### ACTION

After due consideration, the following action was taken:

Upon a motion by John Martinez, being seconded by Francisco Fotia and unanimously carried by vote, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and SOUTHFIELD VILLAGE PHASE TWO Subdivision therefore complies with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval, subject to the following: 1) providing an acceptable drainage plan; 2) execution of utility extension agreement; 3) approval of Board of Public Works water and sewage extension agreement.

Upon a motion by John Martinez, being seconded by Caitlin Stevens and carried by vote, the waivers from Section 21-11.02(c)(3) Lot Standards. Double frontage lots shall not be permitted; Section 21-11.02(d)(5) Sidewalks shall be installed on both sides of any street; Section 21-11.02(e)(1) On sites greater than 5 acres a minimum of 10% of the project area shall be designated as publicly accessible civic or open space; Section 21-11.03(b) Block Standards. were approved.

Upon a motion by Francisco Fotia, being seconded by Kara Boyles and unanimously carried by vote, the variance(s) 1) from the maximum 48' width of a duplex to 108' and 2) from the required 25' corner yard setback to 20.5' property located at 6450 MIAMI Circle, City of South Bend, were approved.

C. TEXT AMENDMENTS - None for consideration

D. DEVELOPMENT PLANS – None for consideration

## **ITEMS NOT REQUIRING A PUBLIC HEARING**

A. MINOR SUBDIVISIONS:

**1. BRIGHTWORK'S MINOR – PC# 0194-24**

*(Audio Position: 15:59)*

STAFF REPORT

The staff report was presented by Kari Myers.  
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.

ACTION

After due consideration, the following action was taken:  
Upon a motion by Francisco Fotia, being seconded by Jason Piontek and unanimously carried, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and BRIGHTWORK'S MINOR Subdivision therefore complies with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval.

**2. FRANCES STREET SECOND MINOR SUBDIVISION – PC# 0195-24**

*(Audio Position: 17:37)*

STAFF REPORT

The staff report was presented by Kari Myers.  
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.

ACTION

After due consideration, the following action was taken:  
Upon a motion by Francisco Fotia, being seconded by Caitlin Stevens and unanimously carried, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and FRANCES STREET SECOND MINOR SUBDIVISION Subdivision therefore complies with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval.

**3. CHARLES MARTIN SR. DRIVE MINOR SUBDIVISION – PC# 0196-24**

*(Audio Position: 19:34)*

STAFF REPORT

The staff report was presented by Amani Morrell.  
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.

ACTION

After due consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Jason Piontek and unanimously carried, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and CHARLES MARTIN SR. DRIVE MINOR SUBDIVISION Subdivision therefore complies with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval.

**4. WESTERN AND WALNUT MINOR SUBDIVISION – PC# 0197-24**

*(Audio Position: 21:30)*

STAFF REPORT

The staff report was presented by Amani Morrell.

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.

ACTION

After due consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Kara Boyles and unanimously carried, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and WESTERN AND WALNUT MINOR SUBDIVISION Subdivision therefore complies with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval.

**5. HARRISON AVENUE MINOR SUBDIVISION – PC# 0198-24**

*(Audio Position: 22:53)*

STAFF REPORT

The staff report was presented by Amani Morrell.

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.

ACTION

After due consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Kara Boyles and unanimously carried, the Plan Commission finds the evidence adduced at this Plan Commission Hearing supports each element of the Staff Report, and HARRISON AVENUE MINOR SUBDIVISION Subdivision therefore complies

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with the City of South Bend Subdivision Control Ordinance and is granted Primary Approval.

**B. FINDINGS OF FACT**

**1. February 19, 2024**

*(Audio Position: 23:47)*

Upon a motion by Frank Fotia, being seconded by Jason Piontek and unanimously carried, the findings of fact from the February 19, 2024 Plan Commission meeting were approved.

**C. MINUTES**


**1. February 19, 2024**

*(Audio Position: 24:05)*

Upon a motion by Frank Fotia, being seconded by Rebecca Ward and unanimously carried, the minutes from the February 19, 2024 Plan Commission meeting were approved.

**D. UPDATES FROM STAFF**

**E. ADJOURNMENT – 4:24**

  
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Scott Ford,  
President  
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Tim Corcroan,  
Interim Secretary of the Commission