

SOUTH BEND BOARD OF ZONING APPEALS

MINUTES

Monday, August 4, 2025
4:00 p.m.

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

MEMBERS PRESENT:

Mark Burrell
Francisco Fotia
Kaine Kanczuzewski

MEMBERS ABSENT:

Caitlin Stevens

ALSO PRESENT:

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

PUBLIC HEARINGS:

- 2 The petition of The Monreaux , LLC seeking the following variance(s): from the maximum building width for a shop building type of 150' to 198' (21-08.02(k)(3)), property located at 505 MICHIGAN ST- 513 MICHIGAN ST. Zoned DT Downtown.**
(Audio Position: 0:03:18)

STAFF REPORT

The staff report was presented by Tim Staub.

Analysis: This project is sited to fit the block faces of Michigan and Monroe. The shop and stacked flats building types provide different requirements for building width in the Downtown (DT) zoning district and the presence of a single retail space is what changed the building type. Rather than removing this space and reducing pedestrian oriented space, granting this variance encourages activity and permits the construction of an affordable housing project on a vacant lot in the downtown. The design of the building, which includes proper articulation, multiple entry doors, and vertically oriented siding, will mitigate the impact of a building wider than the ordinance currently allows.

Staff Recommendation: Based on the information available prior to the public hearing, Staff recommends the Board approve the variance as written.

PETITIONER – Donald Mauch, Papa George Hames Architect, 640 N LaSalle, Chicago, appeared virtually on behalf of the petitioner

INTERESTED PARTIES

There was no one from the public to speak.

PUBLIC COMMENT

City of South Bend **BOARD OF ZONING APPEALS**

There was no one from the public to speak.

After careful consideration, the following action was taken:

Upon a motion by Kaine Kanczuzewski, being seconded by Francisco Fotia and unanimously carried, a petition by The Monreaux , LLC seeking the following variances: from the maximum building width for a shop building type of 150' to 198' (21-08.02(k)(3)) was approved as presented, and will issue written Findings of Fact.

Caitlin Stevens - Absent

Kaine Kanczuzewski - Yes

Mark Burrell -Yes

Francisco Fotia -Yes

- 3 The petition of HAMILTON CARLEY J seeking the following variance(s): to permit Personal Care & Services (Beauty Shop) (21-06.01(k)(13)) as a Home Occupation (21-06.02(f)(12)) in Urban Neighborhood 1 (U1), property located at 221 IRONWOOD DR. Zoned U1 Urban Neighborhood 1. (Audio Position: 0:12:55)**

STAFF REPORT

The staff report was presented by Tim Staub.

Analysis: The existing standards for Home Occupations are strong enough to curtail any nuisances that may be associated with this use variance, particularly how clients are limited to one at a time and any space it is housed in must appear residential in nature. Additionally, the use is proposed along a major street that features more intense commercial uses nearby. If the petitioner is successful, and more business comes, the operation will likely seek a larger, commercially zoned space.

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 – Adam Linbeck, 221 N Ironwood, appeared in person on behalf of the petitioner

INTERESTED PARTIES

Ed Burrus, 303 N Ironwood, appeared in person, in opposition of the petition

PUBLIC COMMENT

There was no one from the public to speak.

ACTION

City of South Bend **BOARD OF ZONING APPEALS**

After careful consideration, the following action was taken:

Upon a motion by Francisco Fotia, being seconded by Kaine Kanczuzewski and unanimously carried, a petition by HAMILTON CARLEY J seeking a Special Exception for for property located at 221 IRONWOOD DR and 221 IRONWOOD DR, City of South Bend, is sent to the Common Council with a favorable recommendation, and will issue written Findings of Fact.

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

- 4 The petition of CIVIL CITY OF SOUTH BEND seeking the following variance(s): from the minimum side setback of 5' to 2' (21-03.03(d)), property located at 606 BLAINE AVE and 608 BLAINE AVE. Zoned U1 Urban Neighborhood 1.***(Audio Position:0:26:00)*

STAFF REPORT

The staff report was presented by Brian Killen.

Analysis: As the city wishes to provide a diversity of housing types in all of its residential neighborhoods, single-story homes are essential, particularly for residents that may not be able to navigate stairs. Seeing how the lot is angled and narrower than a standard city lot, this variance allows that home to be established, while still providing enough room for safety and maintenance.

Staff Recommendation: Based on the information available prior to the public hearing, Staff recommends the Board approve the variance as written.

PETITIONER – Bennett Bensman, 1704 Belle Fountain St, Indianapolis, appeared virtually on behalf of the petitioner

INTERESTED PARTIES

There was no one from the public to speak.

PUBLIC COMMENT

There was no one from the public to speak.

ACTION

After careful consideration, the following action was taken:

City of South Bend **BOARD OF ZONING APPEALS**

Upon a motion by Francisco Fotia, being seconded by Kaine Kanczuzewski and unanimously carried, a petition by AFFORDABLE HOME MATTERS INDIANA LLC seeking the following variances: from the minimum side setback of 5' to 2' (21-03.03(d)) was denied as presented.

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

- 5 The petition of CITY OF SOUTH BEND seeking the following variance(s): from the maximum freestanding sign height of 8' to 15' (Table 21-10B); and from the minimum base width for the widest part of the sign face of 75% to 57% (21-10.05(e)(4)(B)), property located at 1300 MAYFLOWER RD. Zoned OS Open Space.**

(Audio Position: 41:30)

STAFF REPORT

The staff report was presented by Mark Dellostritto .

Analysis: Mayflower Road is a major, higher speed street, having nearby access to the US 20-US 31 Bypass and an auto-centric design. The sign regulations for OS are more intended for urban parks where a user is more likely to arrive on foot or in a vehicle moving at slower speeds. The petitioner did reduce the total sign size from the existing legally nonconforming sign and is only matching its height to be visible to those in motor vehicles. The width standards for monument signs is intended to prohibit shorter pole signs, but not limit any design features like displayed in this sign.

Staff Recommendation: Based on the information available prior to the public hearing, Staff recommends the Board approve the variance as written.

PETITIONER – Garry Potts, 58171 Dragonfly Ct, Osceola, appeared in person on behalf of the petitioner

INTERESTED PARTIES

There was no one from the public to speak.

PUBLIC COMMENT

There was no one from the public to speak.

ACTION

After careful consideration, the following action was taken:

City of South Bend **BOARD OF ZONING APPEALS**

Upon a motion by Francisco Fotia, being seconded by Kaine Kanczuzewski and unanimously carried, a petition by CITY OF SOUTH BEND seeking the following variances: from the maximum freestanding sign height of 8' to 15' (Table 21-10B); and from the minimum base width for the widest part of the sign face of 75% to 57% (21-10.05(e)(4)(B)) was approved as presented, and will issue written Findings of Fact.

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

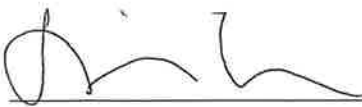
ITEMS NOT REQUIRING A PUBLIC HEARING

1. Findings of Fact- Upon a motion by Frank Fotia and seconded by Kaine Kanczuzewski and unanimously carried, the findings of fact from the July 7, 2025, Board of Zoning Appeals meeting were approved
2. Minutes - Upon a motion by Frank Fotia and seconded by Kaine Kanczuzewski and unanimously carried, the minutes from the July 7, 2025, Board of Zoning Appeals meeting were approved
3. Other Business
4. Adjournment 5:51pm

RESPECTFULLY SUBMITTED,


MARK BURRELL,
Chair

ATTEST:


Tim Corcoran,
Secretary of the Board