



OFFICE OF THE CITY CLERK

BIANCA L. TIRADO, CITY CLERK

ZONING & ANNEXATION

JANUARY 12, 2026, 4:15 P.M.

Committee Members Present:

Dr. Oliver Davis, Rachel Tomas Morgan,
Karen L. White, Troy Warner

Committee Members Absent:

None

Other Council Members Present:

Canneth Lee, Sharon McBride*, Sheila
Niezgodski

Others Present:

Bianca Tirado, Matthew Neal, Jasmine
Jackson, Veronica Pitt-Payne, Bob Palmer

Presenters:

Michael Divita, Mark Dellostritto

Agenda:

Bill No. 80-25 - Amending Chapter 21 of the
South Bend Municipal Code to Make
Miscellaneous Changes for Clarification
and Consistency to Simplify Development
Process and to Achieve Higher Quality
Development (*Third Substitute*)

Members marked with an asterisk (*) are in virtual attendance.

Please note the attached link for the meeting recording:

<https://docs.southbendin.gov/WebLink/browse.aspx?dbid=0&mediaid=403201>

Committee Chair Dr. Oliver Davis called to order the Zoning and Annexation Committee meeting
at 4:21 P.M.

**Bill No. 80-25 - Amending Chapter 21 of the South Bend Municipal Code to Make
Miscellaneous Changes for Clarification and Consistency to Simplify Development Process
and to Achieve Higher Quality Development (*Third Substitute*)**

Committee Member Karen L. White moved to accept Substitute Bill No. 80-25, which was
seconded by Committee Vice Chair Rachel Tomas Morgan and carried by a vote of four (4) ayes.

Committee Chair Dr. Oliver Davis – *Aye*

Committee Vice Chair Rachel Tomas Morgan – *Aye*

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Jasmine Jackson
CHIEF DEPUTY CITY CLERK / CHIEF OF STAFF

Matthew Neal
DEPUTY CITY CLERK / DIRECTOR OF POLICY

Veronica Pitt-Payne
DIRECTOR OF SPECIAL PROJECTS

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Committee Member Troy Warner – *Aye*

Committee Member Karen L. White – *Aye*

Michael Divita, Assistant Director of Planning, with offices on the fifth (5th) floor of City Hall, South Bend, IN 46601, presented the bill. He gave an overview of the proposed changes to the zoning ordinance and spoke about why the updates are necessary.

Mark Dellostritto, Zoning Specialist, with offices on the fifth (5th) floor of City Hall, South Bend, IN 46601, continued the presentation. He highlighted key changes, including that gas stations, smoke shops, and liquor stores will require special exceptions where previously allowed by-right. The bill comes with favorable recommendations from the Plan Commission.

Committee Member White asked about special exceptions and developer involvement in the ordinance changes.

Michael Divita confirmed that gas station and liquor store zoning would have more Council oversight, although the changes should reduce the overall number of special exceptions coming before Council. He said many of the changes are based on feedback from developers.

Committee Vice Chair Tomas Morgan asked about the changes to minimum lot size and temporary signs.

Michael Divita said there was previously no minimum lot size, and the revised ordinance establishes a minimum. He said full-size temporary signs for special events and construction would now be allowed.

Mark Dellostritto added that temporary signs are permitted for thirty (30) days, which can be renewed for a maximum of four (4) months.

Council Vice President Sheila Niezgodski asked about the changes to open signs, curb cuts, and entrances for home occupations.

Mark Dellostritto said the restrictions on illuminated open signs were removed from the ordinance. He said the goal of the curb cut changes was to reduce the number of curb cuts. The ordinance was also updated to allow home occupations to have separate business entrances at the side or back of the home.

Council President Canneth Lee expressed support for the changes to gas station zoning. He asked about accessory dwelling units (ADUs) and auto repair lots.

Michael Divita said the zoning ordinance requires the owner to live on the property when an ADU is occupied. He said they considered removing the owner occupancy requirement from the ordinance but ultimately did not due to concerns about short-term rentals. He confirmed that immobile cars would not be allowed to remain on auto repair lots longer than fourteen (14) days.

Councilmember Sharon McBride thanked the presenters and said she would like Council to be more involved in developing quality-of-life ordinances.

Committee Vice Chair Tomas Morgan thanked the presenters. She expressed support for the gas station zoning changes.



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Committee Chair Dr. Davis held the public hearing, and nobody spoke.

Committee Chair Dr. Davis asked about the timeline for future zoning ordinance updates.

Michael Divita said there will be smaller, more targeted updates every six (6) to twelve (12) months going forward. He said the next update will be in a few months.

Committee Vice Chair Tomas Morgan moved to send Substitute Bill No. 80-25 to the Committee of the Whole with a favorable recommendation, which was seconded by Committee Member Warner and carried by a vote of four (4) ayes.

Committee Chair Dr. Oliver Davis – <i>Aye</i>	Committee Vice Chair Rachel Tomas Morgan – <i>Aye</i>
Committee Member Troy Warner – <i>Aye</i>	Committee Member Karen L. White – <i>Aye</i>

With no further business, Committee Chair Dr. Davis adjourned the Zoning and Annexation Committee meeting at 4:55 P.M.

Respectfully Submitted,

Dr. Oliver Davis, Committee Chair