

ELKHART COUNTY BOARD OF ZONING APPEALS

*PUBLIC SERVICES BUILDING
MEETING ROOMS A & B
4230 ELKHART ROAD, GOSHEN, INDIANA*

Roll Call

Elkhart County Development Ordinance and Staff Report materials are to be entered as evidence for today's hearings.

9:00 A.M. **(CRAMER)**

- | | | | |
|----|-------------|--|-----------------|
| A. | Petitioner: | <i>Susana N. White</i> | (Page 6) |
| | Petition: | for a Special Use for a home workshop/business for a microblading & permanent makeup studio. | |
| | Location: | Southwest corner of Florence Ave. & Tennessee Ave., East of CR 13, common address of 58537 Tennessee Ave. in Concord Township, zoned R-2.
SUP-0524-2025 | |
| B. | Petitioner: | <i>Larry Hochstetler & Freda Hochstetler, Husband & Wife</i> | (Page 7) |
| | Petition: | for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres. | |
| | Location: | West side of CR 21, 2,100 ft. South of CR 46, common address of 69363 CR 21 in Jackson Township, zoned A-1.
SUP-0526-2025 | |
| C. | Petitioner: | <i>Michiana Home Rentals, Inc.</i> | (Page 8) |
| | Petition: | for an amendment to an existing Special Use for a marina to allow for an electronic message board. | |
| | Location: | East side of SR 15, 900 ft. North of SR 120, common address of 402 Mottville Rd. in Washington Township, zoned R-1.
SUP-0464-2025 | |

BZA MINUTES
ELKHART COUNTY BOARD OF ZONING APPEALS MEETING
HELD ON THE 21st DAY OF AUGUST 2025 AT 9:00 A.M.
MEETING ROOM – DEPARTMENT OF PUBLIC SERVICES BUILDING
4230 ELKHART ROAD, GOSHEN, INDIANA

1. The regular meeting of the Elkhart County Board of Zoning Appeals was called to order by the Chairperson, Randy Hesser. Staff members present were: Mae Kratzer, Plan Director; Jason Auvil, Zoning Administrator; Laura Gilbert, Administrative Coordinator; Danny Dean, Planner and Don Shuler, Attorney for the Board.

Roll Call.

Present: Roger Miller, Cory White, Steve Warner, Randy Hesser.

Absent: Debra Cramer.

2. A motion was made and seconded (*Miller/White*) that the minutes of the regular meeting of the Board of Zoning Appeals held on the 17th day of July 2025 be approved as read. The motion was carried with a unanimous roll call vote.

3. A motion was made and seconded (*Warner/Miller*) that the Board accepts the Zoning Ordinance and Staff Report materials as evidence into the record and the motion was carried with a unanimous roll call vote.

4. The application of **Kevin L. Hoff & Jennifer L. Hoff** for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres on property located on the Northwest corner of San Jose Blvd. & San Lu Rae Dr., common address of 54874 San Jose Blvd. in Cleveland Township, zoned R-1, came on to be heard.

Mr. Auvil presented the Staff Report/Staff Analysis, which is attached for review as *Case #SUP-0426-2025*.

There were 35 neighboring property owners notified of this request.

Jennifer Hoff, 54874 San Jose Blvd., Elkhart was present for this request. Ms. Hoff stated she wants to keep her animals. She continued by saying she has 12 chickens, 3 ducks, and 1 turkey. Mr. Hesser clarified she has coops for the birds and the area is fenced in.

There were no remonstrators present.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Randy Hesser, **Seconded by** Steve Warner that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres be approved with the following condition imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

The following commitments were imposed:

1. The request is approved in accordance with the site plan submitted (dated 6/27/2025) and as represented in the Special Use application.
2. The agricultural use is limited to a maximum of twelve (12) chickens (no roosters), three (3) ducks, and one (1) turkey.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

5. The application of *Union Center Church of the Brethren, Inc.* for an amendment to an existing Special Use for a place of worship to allow for an electronic message board on property located on the Southwest corner of CR 50 & CR 11, common address of 70535 CR 11 in Union Township, zoned A-1, came on to be heard.

Mr. Auvil presented the Staff Report/Staff Analysis, which is attached for review as Case #SUP-0113-2025.

There were 14 neighboring property owners notified of this request.

Todd Lehman, Signtech, 1508 Bashor Rd., Goshen, was present for this request. Mr. Lehman stated the church wants to replace their current sign with an electronic message board. Mr. Hesser clarified the sign is remaining in the same place and size.

There were no remonstrators present.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Randy Hesser, **Seconded by** Roger Miller that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for an amendment to an existing Special Use for a place of worship to allow for an electronic message board be approved with the following condition imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

The following commitment was imposed:

1. The request is approved in accordance with the site plan submitted (dated 6/20/2025) and as represented in the Special Use Amendment application.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

6. The application of *Michael Scott* for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres on property located on the North side of Aric Way, 690 ft. East of Clayton Ave., 320 ft. South of CR 22, common address of 24619 Aric Way in Concord Township, zoned R-1, came on to be heard.

Mr. Auvil presented the Staff Report/Staff Analysis, which is attached for review as Case #SUP-0465-2025.

There were 34 neighboring property owners notified of this request.

Michael Scott, 24619 Aric Way, Elkhart, was present for this request. Mr. Scott stated he wants to keep his chickens. He noted he was unaware that a Special Use is required for chickens in the county. He continued saying the chickens are supervised when they roam and the area is fenced. Mr. Hesser asked about disposing of the waste. Mr. Scott replied it is mixed in with compost and used for fertilizer.

Mr. Auvil presented a letter received via email in remonstrance from Debra Reinhart, 24612 Aric Way, Elkhart. The letter cited public health and sanitation, noise and nuisance, property values, zoning precedent, compliance, and follow-up inspection. *[attached to file as staff exhibit #1]*.

Lawrence Burns, 24577 Belmar Dr. was present in remonstrance. Mr. Burns stated he lives .2 miles downwind of Mr. Scott. Mr. Burns continued by saying the size of the area available for Mr. Scott's chickens appears to be inadequate. Mr. Burns also voiced concerns about groundwater contamination. Mr. Burns added he is concerned about the precedent approval of this request would set for agricultural animals in the subdivision.

David Brown, 24553 Aric Way, Elkhart, was present in remonstrance and submitted 4 anonymous letters against this petition. *[attached to file as remonstrator exhibit #1]*. Mr. Brown read each letter to the Board. He then reiterated Mr. Burns' concern of ground water contamination. Mr. Hesser clarified the letters are from residents in the neighborhood.

Mr. Scott came back to the podium to respond to the remonstrators. He stated not one person provided any study relating to ground water contamination. He continued by saying the noise complaint was related to a rooster he no longer has. Mr. Miller asked Mr. Scott if he is aware of any other homes in the neighborhood that have chickens. Mr. Scott responded yes. He continued by stating there is no HOA for this neighborhood.

The public hearing was closed at this time.

Mr. Hesser clarified this is not a request for a zoning change. He clarified this is a Special Use that is permitted in an R-1 zone. He continued by saying the Board limits the number of chickens out of concern for contamination and sanitation. Mr. Hesser reminded the remonstrators the County is complaint driven, and the situation can be monitored by complaints for non-compliance.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Randy Hesser, **Seconded by** Steve Warner that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for a Special Use for an agricultural use for the keeping g of animals on a tract of land containing less than 3 acres be approved with the following conditions imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.
2. A revised site plan must be submitted for staff approval showing setbacks from the coop to the property lines.

The following commitments were imposed:

1. The request is approved in accordance with the revised site plan to be submitted for staff approval and as represented in the Special Use application.
2. The agricultural use is limited to a maximum of fourteen (14) chickens at any one time, no roosters.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

7. The application of *Trinity Lutheran Church of Elkhart, Inc.* for an amendment to an existing Special Use for a place of worship and school to allow for a new sign on property located on the Southeast corner of CR 6 & Ash Rd., common address of 30888 CR 6 in Cleveland Township, zoned A-1, came on to be heard.

Mr. Dean presented the Staff Report/Staff Analysis, which is attached for review as Case #SUP-0450-2025.

There were 66 neighboring property owners notified of this request.

Doug Merrit, 216 Lincolnway East, Osceola, was present for this request. Mr. Merrit stated a revised site plan will be submitted showing all of the signage on the church campus.

There were no remonstrators present.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Randy Hesser, **Seconded by** Roger Miller that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for an amendment to an existing Special Use for a place of worship and school to allow for a new sign be approved with the following conditions imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.
2. A revised site plan must be submitted for staff approval showing all existing signage with type, dimensions, and setbacks from property lines.

The following commitment was imposed:

1. The request is approved in accordance with the revised site plan to be submitted for staff approval and as represented in the Special Use Amendment application.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

8. The application of *Randall W. Meade & Anita K. Meade, Husband & Wife* for a Special Use for a home workshop/business for a hair salon on property located on the East side of Regent St., 335 ft. North of CR 40, common address of 65950 Regent St. in Elkhart Township, zoned A-1, came on to be heard.

Mr. Dean presented the Staff Report/Staff Analysis, which is attached for review as Case #SUP-0469-2025.

There were 12 neighboring property owners notified of this request.

Anita Meade, 65950 Regent St., Elkhart was present for this request. Mrs. Meade stated she wants to put a one-chair salon in her home. Mr. Hesser clarified she will not have other employees. Mr. Hesser asked how many customers she will have in a week. Mrs. Meade replied around 20 per week.

There were no remonstrators present.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Randy Hesser, **Seconded by** Roger Miller that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for a Special Use for a home workshop/business for a hair salon be approved with the following condition imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

The following commitment was imposed:

1. The request is approved in accordance with the site plan submitted (dated 7/14/2025) and as represented in the Special Use application.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

It should be noted that Mr. Hesser recused himself and stepped down

9. The application of **Concord Community Schools Building Corporation** for an amendment to an existing Special Use for a school to allow for an electronic message board and for a Developmental Variance to allow for an electronic message board within 300 ft. of a residence on property located on the Southeast corner of Arlene Ave. & Playview Pl., 500 ft. Southwest of US 33, common address of 23702 Arlene Ave. in Concord Township, zoned R-1, came on to be heard.

Mr. Dean presented the Staff Report/Staff Analysis, which is attached for review as Case #SUP-0428-2025.

There were 66 neighboring property owners notified of this request.

Todd Lehman, Signtech, 1508 Bashor Rd., Goshen, was present for this request. Mr. Lehman explained the existing sign is being replaced by an electronic message board and the Developmental Variance is needed due to the proximity of area residences.

There were no remonstrators present.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Approve, **Moved by** Roger Miller, **Seconded by** Cory White that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for an amendment to an existing Special Use for a school to allow for an electronic message board be approved with the following condition imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

The following commitment was imposed:

1. The request is approved in accordance with the site plan submitted (dated 6/30/2025) and as represented in the Special Use Amendment application.

Further the motion also included that a Developmental Variance to allow for an electronic message board within 300 ft. of a residence be approved with the following conditions imposed:

1. A variance from the developmental standards of the Development Ordinance is void unless an Improvement Location Permit is issued within 180 calendar days from the date of the grant and construction work completed within 1 year from the date of the issuance of the building permit (where required).
2. The request is approved in accordance with the site plan submitted (dated 6/30/2025) and as represented in the Developmental Variance application.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 3).

Yes: Roger Miller, Cory White, Steve Warner.

Excused: Randy Hesser.

It should be noted that Mr. Hesser returned to the Board at this time

10. The application of **Francisco Ochoa-Valles** for a Use Variance to allow for the construction of an accessory structure without a residence on property located on the North side of CR 40, 1,160 ft. West of CR 31 in Elkhart Township, zoned A-1, came on to be heard.

Mr. Dean presented the Staff Report/Staff Analysis, which is attached for review as Case #UV-0472-2025.

There were 15 neighboring property owners notified of this request.

The petitioner was not present for this request.

Petition moved to item #12 on page 8.

11. The application of **Cody Perry** for a Use Variance for a salvage yard, for a Use Variance for a shipping container, for a 2 ft. Developmental Variance (Ordinance requires 5 ft.) to allow for an existing shipping container 3 ft. from the South side property line, and for a Developmental Variance to allow for the total square footage of accessory structures to exceed that allowed by right on property located on the East side of CR 5, 915 ft. Northwest of CR 3, common address of 51684 CR 5 in Cleveland Township, zoned A-1, came on to be heard.

Mr. Auvil presented the Staff Report/Staff Analysis, which is attached for review as Case #UV-0453-2025.

There were 16 neighboring property owners notified of this request.

Cody Perry, 51684 CR 5, Elkhart, was present for this request. Mr. Perry stated he wants to use his property to store vehicles and sell parts from the vehicles on eBay. Mr. Hesser asked Mr. Perry how many cars he will have on the property at one time. Mr. Perry stated about 20 cars.

Mr. Miller asked Mr. Perry how long he has been selling parts from his property. Mr. Perry stated about 5 years. Mr. White asked Mr. Perry if this is his full-time job. Mr. Perry responded by saying he has a full-time job, and his hobby of selling parts became a part-time job. Mr. Hesser clarified the vehicles stored on the property are not operational. Mr. White asked how the vehicles are brought to the property. Mr. Perry stated he has two tow trucks that he also keeps on the property. Mr. Miller asked if the property is fenced. Mr. Perry stated three sides are chain link fence and one side is privacy fence.

Brian Dickerson, 51693 CR 5, Elkhart, was present in remonstrance. Mr. Dickerson stated just to the south of this property is the North Wellfield drinking water protection area, and he has concerns about the impact of a salvage yard on that protected area. He continued by stating his concern about the impact a salvage yard will have on property values. He stressed the importance of protecting drinking water and contaminated areas.

Randall Wild, 51627 CR 5, Elkhart, was also present in remonstrance. Mr. Wild reiterated the same concerns as Mr. Dickerson.

Mr. Auvil presented an email from Scott & Budour Bailey, 51680 CR 3, Elkhart in remonstrance to this petition. *[attached to file as staff exhibit #1]*. Mr. & Mrs. Bailey stated they are extremely opposed to this Use Variance, because of the detrimental impact on the environment as well as a reduction in property values.

Mr. Perry came back to the podium to address some concerns of the remonstrators. He stated he drains the fluids from the cars inside his shop, so there should not be any contamination. He continued by saying he has a guy that pumps the fluids out of his containers and takes the fluids off the property. He also stated he recycles the batteries.

The public hearing was closed at this time.

Mr. Miller stated the location of this property is not acceptable for a salvage yard. Mr. Warner stated his concern about the size of the property for such a large-scale operation. Mr. Warner asked if IDEM needed to be involved due to the nature of this business and how the property is zoned. Mr. Auvil responded that a zoning affidavit would be required, and he has not been made aware of one being submitted for this property.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Deny, **Moved by** Cory White, **Seconded by** Randy Hesser that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that this request for a Use Variance for a salvage yard be denied.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Cory White, Randy Hesser, Roger Miller, Steve Warner.

Motion: Action: Deny, **Moved by** Randy Hesser, **Seconded by** Roger Miller that the Board adopt the Staff Analysis as the Findings and Conclusions of the Board, and based upon these, further moved that the request for a Use Variance for a shipping container be denied.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Cory White, Randy Hesser, Roger Miller, Steve Warner.

The request for a 2 ft. Developmental Variance (Ordinance requires 5 ft.) to allow for an existing shipping container 3 ft. from the South side property line and for a Developmental Variance to

allow for the total square footage of accessory structures to exceed that allow by right was acted upon as follows: **MOOT** as a result of the Use Variance denials.

12. The application of **Francisco Ochoa-Valles** for a Use Variance to allow for the construction of an accessory structure without a residence on property located on the North side of CR 40, 1,160 ft. West of CR 31 in Elkhart Township, zoned A-1, came on to be heard.

Mr. Dean presented the Staff Report/Staff Analysis, which is attached for review as *Case #UV-0472-2025*.

The petitioner was still not present for this request.

Art & Ronda Baer, 16123 CR 40, Goshen, were present in remonstrance. Mrs. Baer stated the covenants for their subdivision states the use is for single family residences only. She continued to say she has concerns about property values going down. Mr. & Mrs. Baer provided a copy of the covenants and restrictions for their subdivision. *[attached to file as remonstrator exhibit #1]*. They also mentioned another accessory structure in the area being used as a business.

Moses Troyer, 16179 CR 40 was also present to remonstrate. Mr. Troyer stated he lives right next to this lot and reiterated only single-family homes can be built on the subdivision lots.

The public hearing was closed at this time.

The Board examined said request, and after due consideration and deliberation:

Motion: Action: Table, **Moved by** Randy Hesser **Seconded by** Roger Miller that this request for a Use Variance to allow for the construction of an accessory structure without a residence be tabled until the September 18, 2025, Advisory Board of Zoning Appeals meeting due to the absence of the petitioner.

Vote: Motion carried by unanimous roll call vote (**summary:** Yes = 4).

Yes: Roger Miller, Cory White, Steve Warner, Randy Hesser.

13. The meeting was adjourned at 10:09 A.M.

Respectfully submitted,

Jean Boyer, Recording Secretary

Randy Hesser, Chairman

Debra L. Cramer, Secretary

BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0524-2025.

Parcel Number(s): 20-06-23-326-014.000-009.

Existing Zoning: R-2.

Petition: For a Special Use for a home workshop/business for a microblading & permanent makeup studio.

Petitioner: Susana N. White.

Location: Southwest corner of Florence Ave. & Tennessee Ave., east of CR 13, in Concord Township.

Site Description:

- Physical Improvement(s) – Residence and accessory structure.
- Proposed Improvement(s) – None.
- Existing Land Use – Residential.
- Surrounding Land Use – Residential.

History and General Notes:

- None.

Staff Analysis:

Staff finds that:

1. The Special Use will be consistent with the spirit, purpose, and intent of the Development Ordinance. A Special Use for a home workshop/business is allowed in the R-2 zoning district.
2. The Special Use will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 0.30-acre lot in a moderately dense residential area, and the property will remain residential in character.
3. The Special Use will substantially serve the public convenience and welfare by allowing for a local microblading & permanent makeup studio.

BZA Staff Report (Continued)

Hearing Date: September 18, 2025

Staff recommends **APPROVAL** with the following condition(s) imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

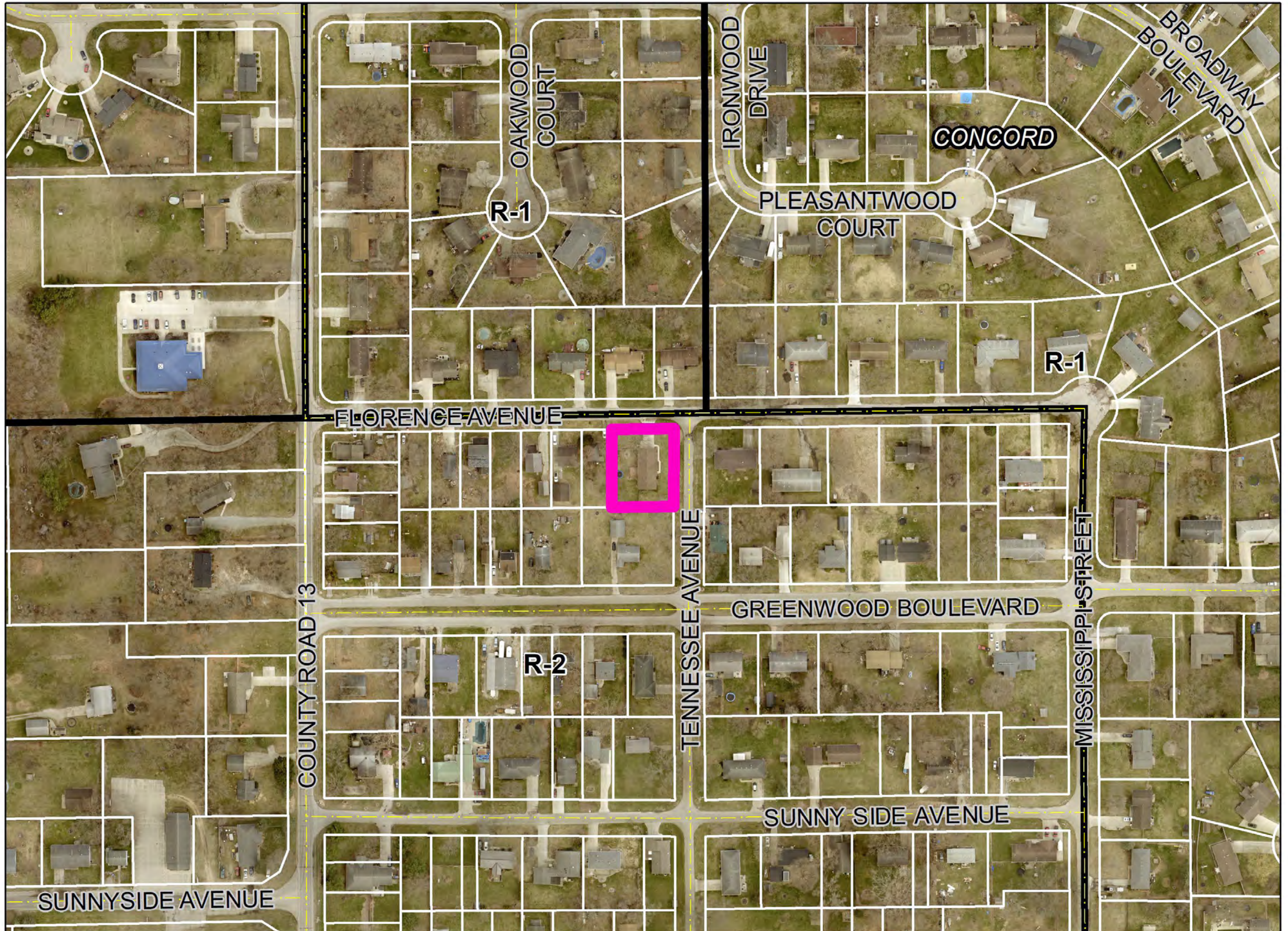
Staff recommends **APPROVAL** with the following commitment(s) imposed:

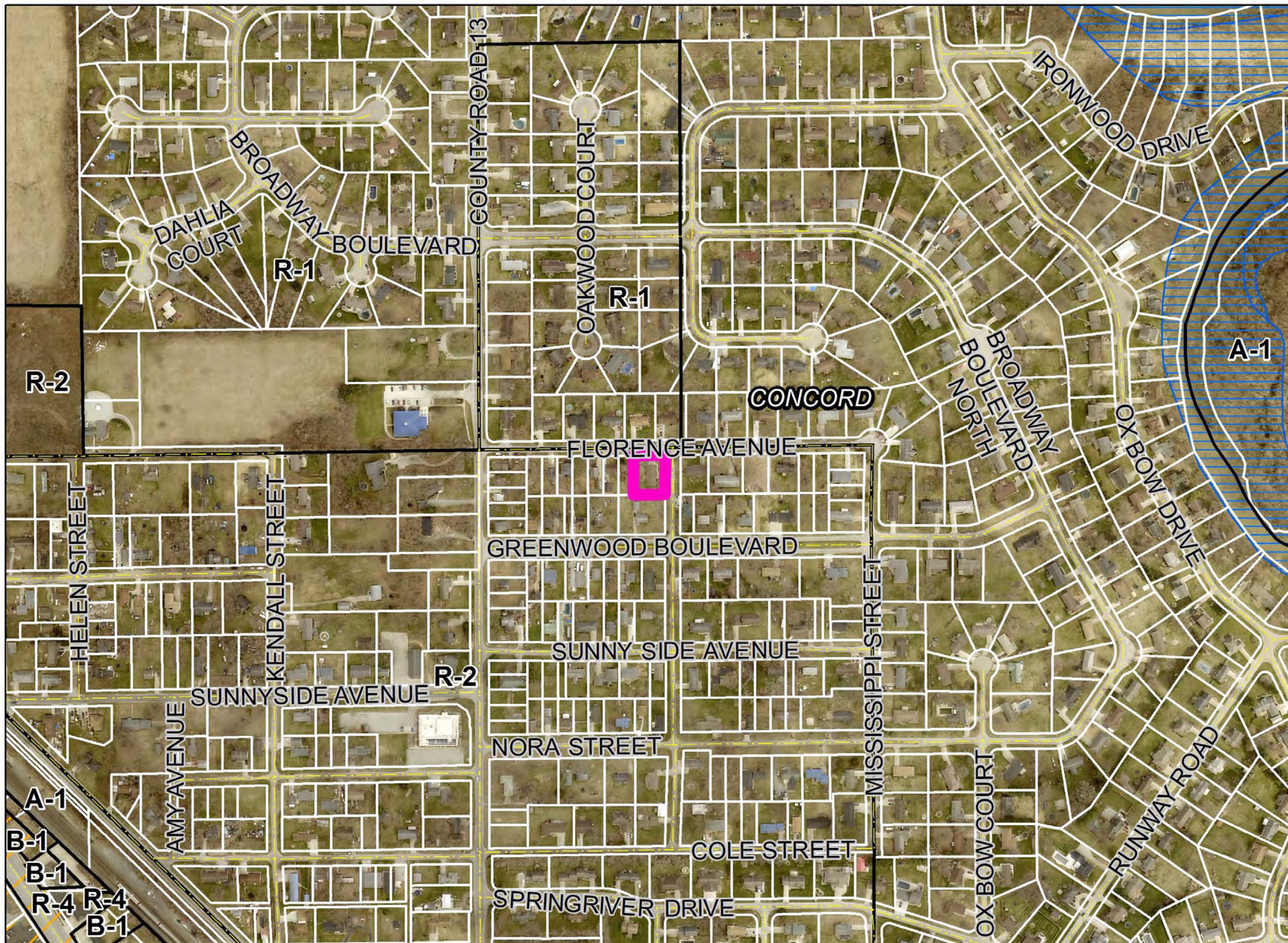
1. The request is approved in accordance with the site plan submitted (dated 8/14/2025) and as represented in the Special Use application.

An aerial photograph of a residential neighborhood with white property boundary lines. A central property is highlighted with a thick pink border and labeled 'CONCORD' in a stylized font, with 'R-2' below it. To the north of this property is a horizontal road labeled 'FLORENCE AVENUE'. To the east of the central property is a vertical road labeled 'TENNESSEE AVENUE'. Several other properties are labeled 'R-1' in the northern part of the map. The houses are mostly single-story with various roof colors, and there are some trees and lawns visible.

1 inch = 60 feet









Subject property facing west



Facing east



Facing north



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Elkhart County Planning & Development
Public Services Building

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Special Use - Non Mobile Home

Date: 08/14/2025

Meeting Date:

September 18, 2025

Board of Zoning Appeals Public Hearing

Transaction #:

SUP-0524-2025

Description: for a Special Use for a home workshop/business for a microblading & permanent makeup studio

Contacts: Land Owner

Susana N. White

58537 Tennessee Ave.

Elkhart, IN 46516

Site Address: 58537 Tennessee Ave
Elkhart, IN 46516

Parcel Number:

20-06-23-326-014.000-009

Township: Concord

Location: SOUTHWEST CORNER OF FLORENCE AVE. AND TENNESSE AVE., EAST OF CR 13

Subdivision: KINGSTON HEIGHTS 2ND

Lot # 114 & 115

Lot Area: 0.30 Frontage: 104.00

Depth: 127.00

Zoning: R-2

NPO List:

Present Use of Property: RESIDENTIAL

Legal Description:

Comments:

Applicant Signature:

Department Signature:

Application

Site address: 58537 TENNESSEE AVE., ELKHART, IN 46516

Parcel number(s): 20-06-23-326-014.000-009

Current property owner

Name: SUSANA N. WHITE

Address: 58537 TENNESSEE AVE., ELKHART, IN 46516

Phone: 574-206-4407

Email:

shopsusanasart@gmail.com

Other party ☐ Agent ☐ Buyer ☐ Land contract purchaser ☐ Lessee

Name:

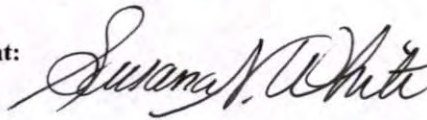
Address:

Phone:

Email:

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent:



-
-

Staff Use Only

Description:

Parcel creation date:

N/A

Subdivision required?

☐ Y ☒ N

If yes,

☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable:

N/A

Location:

N S E W corner side end of FLORENCE AVE & TENNESSEE AVE

ft. N S E W of ,

in

Concord

Township

Frontage:

104

Depth:

127

Area:

acres

.303

Subdivision and lot number, if applicable:

Present use:

Special Use — Questionnaire

Name:

SUNO BEAUTY - MICROBLADING & PMU STUDIO
(SUNO CREATIONS, LLC DBA SUNO BEAUTY)

1) Tell us what you want to do.

SALON - MICROBLADING AND PERMANENT MAKEUP STUDIO.

2) Tell us why this activity won't hurt your neighbors or the community.

IT IS A BUSINESS RUN BY APPOINTMENT ONLY, 1-2 CUSTOMERS
AT A TIME MAX. NO SIGNS THAT LIGHT UP OR WOULD DISRUPT.
NO LOUD NOISES. PARKING WILL BE MY EXISTING DRIVEWAY.
NO CONSTRUCTION NEEDED. INDOOR BUSINESS.

3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N

If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N

If yes, fill out below.

Tell us what will create those things.

Tell us how you'll reduce the impact of those things on neighbors.

5) Will there be buffering (fences, trees, shrubs, mounds)?

☐ Y ☒ N

If yes, tell us
about it.

6) Does the property need well and septic?

Well: ☒ Y ☐ N Septic: ☒ Y ☐ N

Does the property need a new septic system?

☐ Y ☒ N

If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Will the activity use buildings or additions?

☒ Y ☐ N

If yes, fill out below.

**Building or
addition 1**

Existing?

☒ Y ☐ N

Size and height to the
peak:

11' x 10' ROOM INSIDE THE
HOUSE

Tell us what you'll use it for.

Meet clients to do Permanent

→ STUDIO AREA
makeup/microblading.

**Building or
addition 2**

Existing?

☐ Y ☐ N

Size and height to the
peak:

Tell us what you'll use it for.

**Building or
addition 3**

Existing?

☐ Y ☐ N

Size and height to the
peak:

Tell us what you'll use it for.

8) Does this application include animals?

☐ Y ☒ N

If yes, tell us what kind and how many of each.



Special Use — Questionnaire

9) Does this application include a business or nonprofit

(church, school, other) based all or in part on this property?

☒ Y ☐ N If yes, fill out below.

How many employees do you have now?

Full time:

0

Part time:

0

How many employees do you want? Full time:

0

Part time:

0

How many of the employees won't live onsite?

What will be the days and hours of operation on this property?

M-F 5PM - 10 PM
S-S 8 AM - 9 PM

How many parking spaces do you have now?

4

How many parking spaces do you want?

- EXISTING 2

Will there be outside storage or display areas on this property?

☐ Y ☒ N

If yes, tell us what will be stored outside or displayed.

Will there be retail sales on this property?

☒ Y ☐ N

If yes, tell us what will be sold.

SKIN AFTER CARE PRODUCTS,

MAKEUP

Approximately how many customers (clients, guests, students, members) will be on this property per day?

2 - 5

Will there be pickups or deliveries on this property?

☒ Y ☐ N

If yes, fill out below.

Tell us how often.

1-2 TIMES PER WEEK

Tell us the kind of vehicles used.

BEAUTY & PMU SUPPLIES; AMAZON, UPS

& FEDEX DELIVERY

Does the application include signs? ☒ Y ☐ N

If yes, fill out below.

Sign 1 Dimensions (length and width).

12" x 18"

BUSINESS NAME & LOGO

Existing? ☐ Y ☒ N

Double faced?

☐ Y ☒ N

Electronic message board?

☐ Y ☒ N

If no, lighted? ☐ Y ☒ N

Freestanding?

☐ Y ☒ N

Wall mounted?

☒ Y ☐ N

Sign 2 Dimensions (length and width).

Existing? ☐ Y ☐ N

Double faced?

☐ Y ☐ N

Electronic message board?

☐ Y ☐ N

If no, lighted? ☐ Y ☐ N

Freestanding?

☐ Y ☐ N

Wall mounted?

☐ Y ☐ N

Sign 3 Dimensions (length and width).

Electronic message board?

☐ Y ☒ N

If no, lighted? ☐ Y ☐ N

Freestanding?

☐ Y ☐ N Wall mounted?

☐ Y ☐ N

10) Tell us anything else you want us to know.

-
☐

Site Plan Information

No aerial photos.

No paper larger than $8\frac{1}{2} \times 14$.

Use labels as shown in the sample.

If you draw to scale, show it.

Show the following:

☐ 1 North arrow.

☐ 2 Property lines and lengths.

☐ 3 Adjacent right-of-ways.

☐ 4 Existing and proposed buildings and additions, their sizes, and their setbacks from property lines and centerlines of adjacent right-of-ways.

Note: If you give building and addition details in the building-and-addition part of the questionnaire (if applicable), number the buildings and additions on the site plan to match.

☐ 5 Existing and proposed driveways.

☐ 6 Existing and proposed signs, their sizes, and their setbacks from property lines and centerlines of adjacent right-of-ways.

Note: If you give sign details in the sign part of the questionnaire (if applicable), number the signs on the site plan to match.

☐ 7 Existing and proposed parking areas and their setbacks from property lines and centerlines of adjacent right-of-ways.

☐ 8 Existing and proposed outside storage areas and their sizes.

☐ 9 Existing and proposed buffering with sizes (fences, trees, shrubs, mounds).

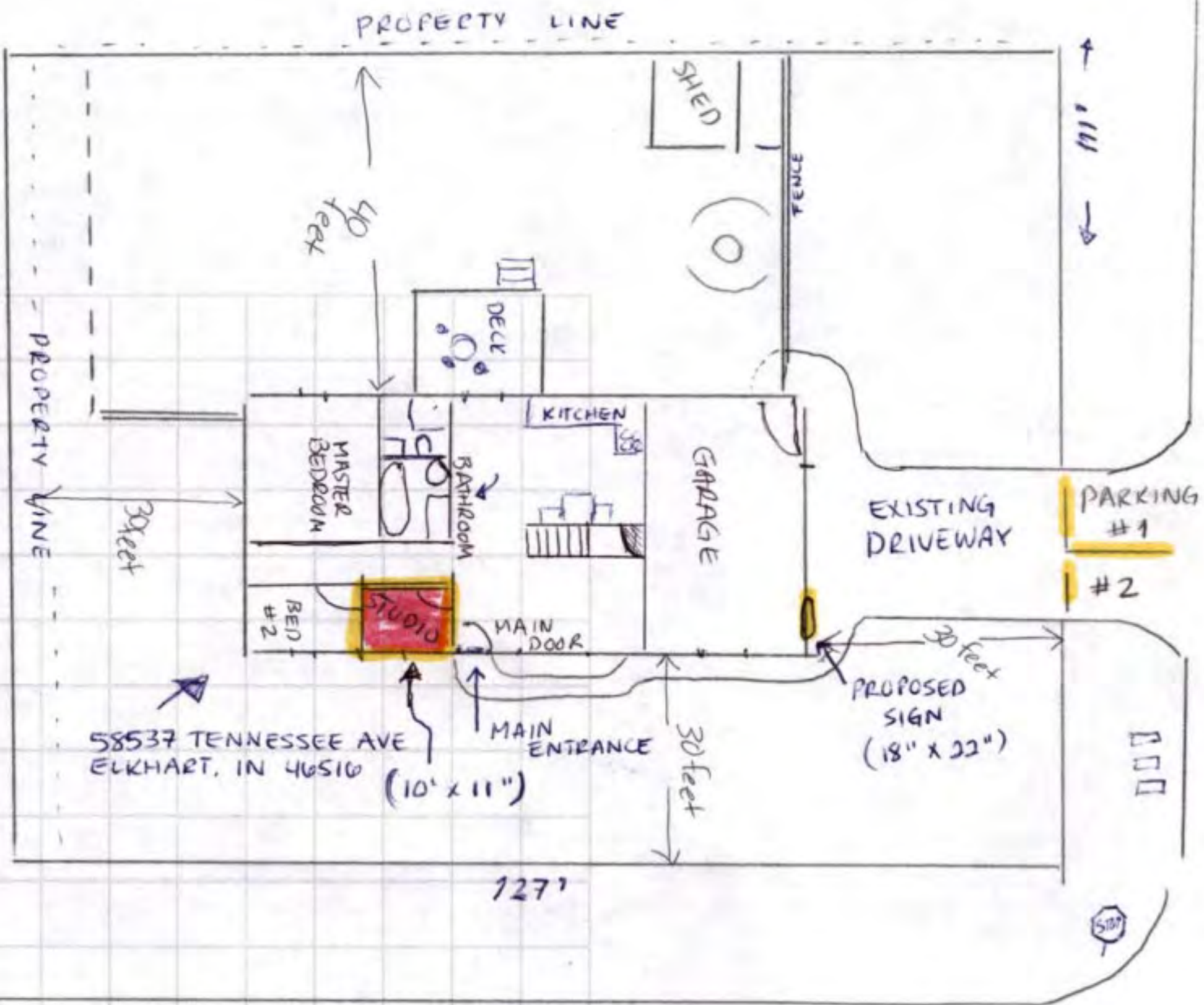
☐ 10 Existing and proposed access easements with sizes.

☐ 11 Buildings, signs, or buffering that will be removed.

AUG 14 2025

* N *

FLORENCE AVENUE



TENNESSEE AVENUE

* S *

BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0526-2025.

Parcel Number(s): 20-15-17-276-006.000-018.

Existing Zoning: A-1.

Petition: For a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres.

Petitioner: Larry Hochstetler & Freda Hochstetler, Husband & Wife.

Location: West side of CR 21, 2,100 ft. south of CR 46, in Jackson Township.

Site Description:

- Physical Improvement(s) – Residence and accessory structures.
- Proposed Improvement(s) – Barn.
- Existing Land Use – Residential, agricultural.
- Surrounding Land Use – Residential, agricultural.

History and General Notes:

- None.

Staff Analysis:

Staff finds that:

1. The Special Use will be consistent with the spirit, purpose, and intent of the Development Ordinance. An agricultural use on less than 3 acres is allowed by Special Use in the A-1 zone.
2. The Special Use will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 2.20-acre parcel in a low-density residential and agricultural area, and the parcel will remain residential and agricultural in character.
3. The Special Use will substantially serve the public convenience and welfare by providing a transportation option.

BZA Staff Report (Continued)

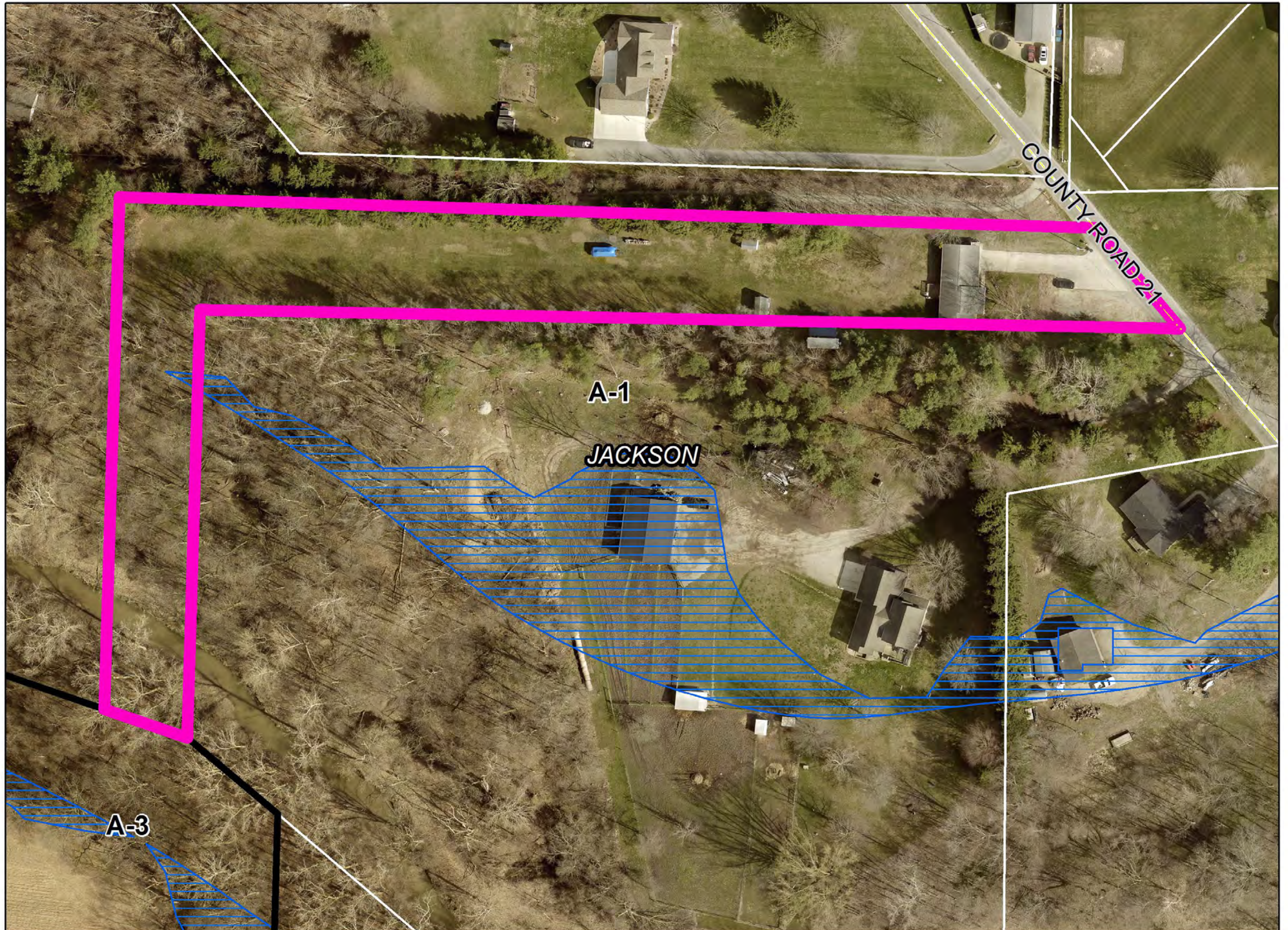
Hearing Date: September 18, 2025

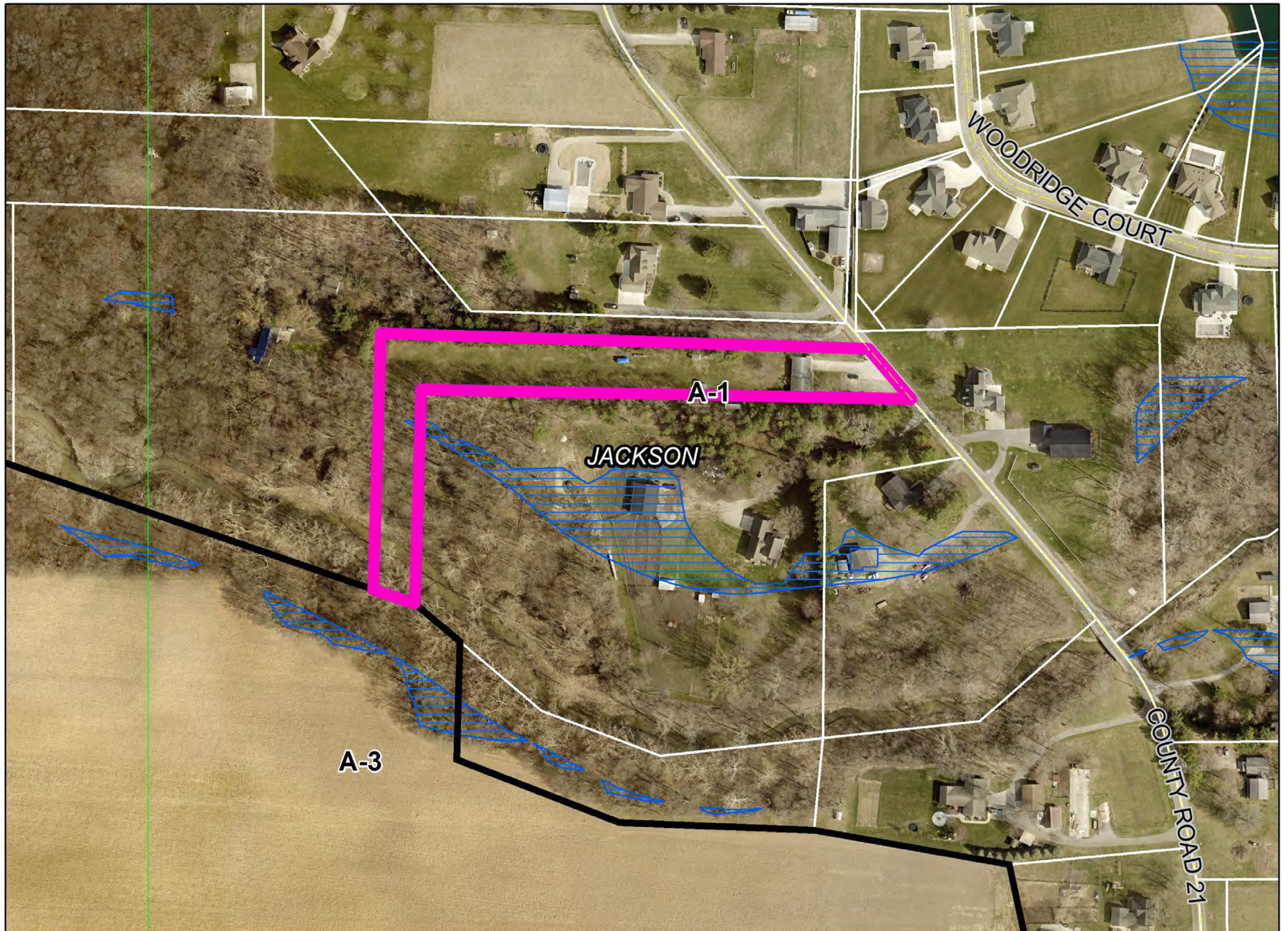
Staff recommends **APPROVAL** with the following condition(s) imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

1. The request is approved in accordance with the site plan submitted (dated 8/13/2025) and as represented in the Special Use application.
2. The request is limited to a maximum of two (2) adult horses at any one time.









Subject property facing west



Facing east



Facing north



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Special Use - Non Mobile Home

**Elkhart County Planning & Development
Public Services Building**

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Date: 08/14/2025 Meeting Date: September 18, 2025
Board of Zoning Appeals Public Hearing Transaction #: SUP-0526-2025

Description: for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres

Contacts: <u>Applicant</u>	<u>Land Owner</u>
Larry Hochstetler And Freda Hochstetler, Husband And Wife 69363 County Road 21 New Paris, IN 46553	Larry Hochstetler And Freda Hochstetler, Husband And Wife 69363 County Road 21 New Paris, IN 46553

Site Address: 69363 County Road 21 New Paris, IN 46553	Parcel Number: 20-15-17-276-006.000-018
---	---

Township: Jackson
Location: WEST SIDE OF CR 21, 2,100 FT. SOUTH OF CR 46

Subdivision:	Lot #
--------------	-------

Lot Area: 2.20	Frontage: 109.00	Depth: 849.00
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Zoning: A-1	NPO List:
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Present Use of Property: RESIDENTIAL

Legal Description:

Comments: RESIDENCE = 2,138 SQ FT X 110% = 2,351 SQ FT, MINUS 288 (SHED), 96 (SHED/DEMO), 240 (DETACHED GARAGE), 594 (ATTACHED GARAGE), LEAVES 1,133 SQ FT AVAILABLE FOR PERSONAL STORAGE. NEW AG BARN IS 1,200 SQ FT

Applicant Signature:	Department Signature:
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Application

Site address: 69363 CR 21 New Paris IN 46363

Parcel number(s): _____

Current property owner

Name: Larry Kochstetter

Address: 69363 CR 21 New Paris IN 46363

Phone: 374-831-2912 Email: _____

Other party

☐ Agent ☐ Buyer ☐ Land contract purchaser ☐ Lessee

Name: _____

Address: _____

Phone: _____ Email: _____

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: Larry Kochstetter

Staff Use Only

Description: _____

Ag use less than 3 acres
over square footage - Ag?

Parcel creation date: 10/5/1989

Subdivision required? ☐ Y ☐ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: 2,138 x 110% = 2,351 - 288 (shed)
- 96 (shed - demo?) - 240 (detached) - 594 (attached gar)
new building @ 1,200 = - 67 sq feet over

Location: N S E W W corner side end of CR 21
2,100 ft. N S E W of CR 46

in JACKSON Township

Frontage: 109 ft. Depth: 849 ft. Area: 2.2 acres

Subdivision and lot number, if applicable: N/A.

Present use: PRESIDENTIAL.

Special Use — Questionnaire

Name: Larry Hochstetler

1) Tell us what you want to do. Build Barn
For Horse - and Hay

2) Tell us why this activity won't hurt your neighbors or the community. There is a tree line on Parkview
side and Back you can't see Neighbor's Houses

3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N If yes, fill out below.
Tell us what will create those things. _____

Tell us how you'll reduce the impact of those things on neighbors. _____

5) Will there be buffering (fences, trees, shrubs, mounds)? ☒ Y ☐ N
If yes, tell us about it. Tree Line Both Sides
and Back

6) Does the property need well and septic? Well: ☐ Y ☒ N Septic: ☐ Y ☒ N
Does the property need a new septic system? ☐ Y ☒ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Will the activity use buildings or additions? ☒ Y ☐ N If yes, fill out below.
Building or addition 1 Existing? ☒ Y ☐ N Size and height to the peak: 12-24"
Tell us what you'll use it for. Store Household W/ table-chair
Building or addition 2 Existing? ☒ Y ☐ N Size and height to the peak: 12-20"
Tell us what you'll use it for. Work Shop
Building or addition 3 Existing? ☒ Y ☐ N Size and height to the peak: 8-8" (8 x 12)
Tell us what you'll use it for. garage Sale
Bldg 4 is the new barn 30 x 40

8) Does this application include animals? ☒ Y ☐ N
If yes, tell us what kind and how many of each. Horse - 2

Next page ➡

Special Use — Questionnaire

- 9) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☐ Y ☒ N If yes, fill out below.

How many employees do you have now? Full time: _____ Part time: _____

How many employees do you want? Full time: _____ Part time: _____

How many of the employees won't live onsite? _____

What will be the days and hours of operation on this property? _____

How many parking spaces do you have now? _____

How many parking spaces do you want? _____

Will there be outside storage or display areas on this property? ☐ Y ☐ N

If yes, tell us what will be stored outside or displayed. _____

Will there be retail sales on this property? ☐ Y ☒ N

If yes, tell us what will be sold. _____

Approximately how many customers (clients, guests, students, members) will be on this property per day? _____

Will there be pickups or deliveries on this property? ☐ Y ☒ N If yes, fill out below.

Tell us how often. _____

Tell us the kind of vehicles used. _____

Does the application include signs? ☐ Y ☒ N If yes, fill out below.

Sign 1 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

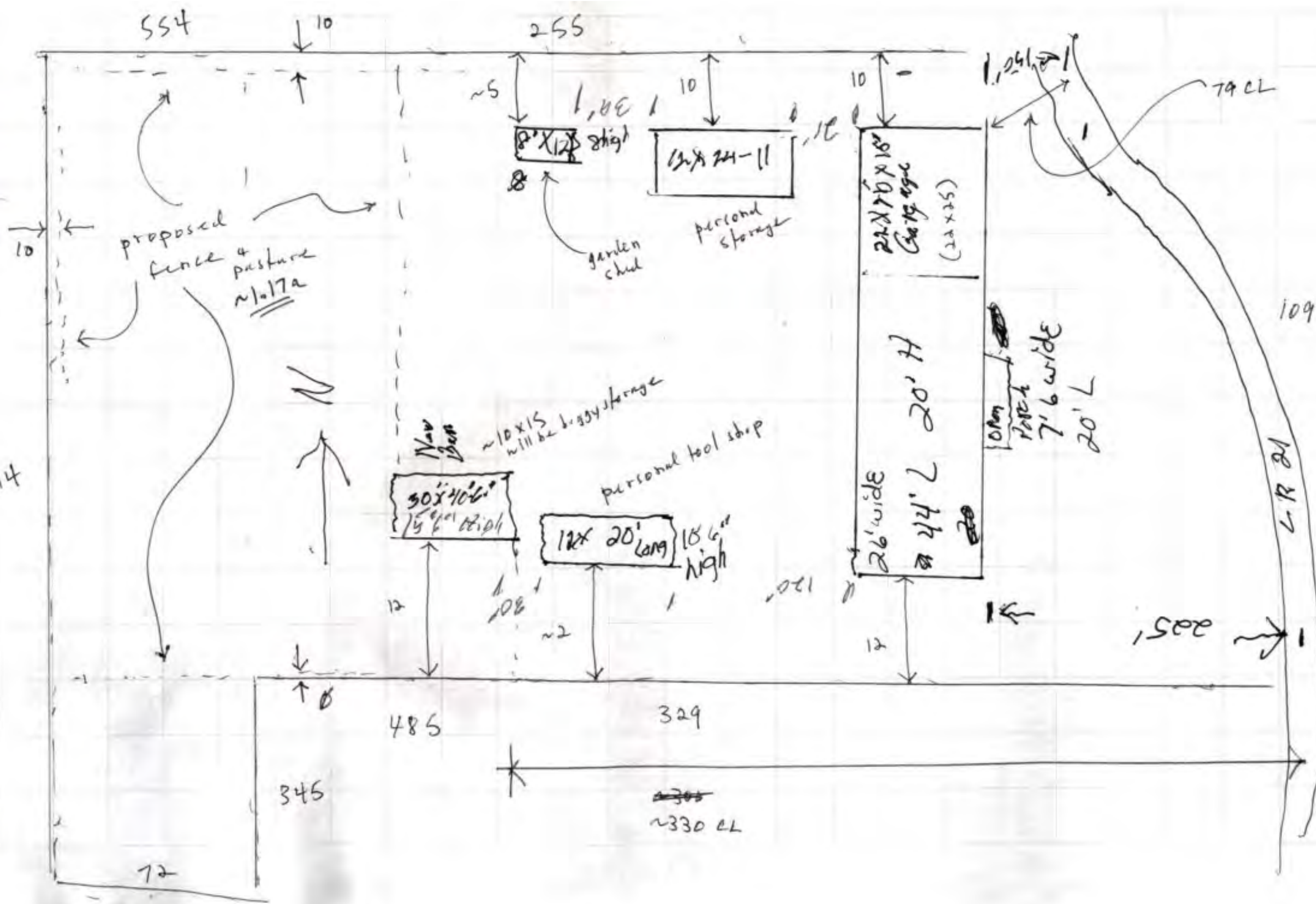
Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 10) Tell us anything else you want us to know. _____



BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0464-2025.

Parcel Number(s): 20-03-26-102-002.000-031.

Existing Zoning: R-1.

Petition: For an amendment to an existing Special Use for a marina to allow for an electronic message board.

Petitioner: Michiana Home Rentals, Inc.

Location: East side of SR 15, 900 ft. north of SR 120, in Washington Township.

Site Description:

- Physical Improvement(s) – Commercial building.
- Proposed Improvement(s) – Electronic message board.
- Existing Land Use – Commercial.
- Surrounding Land Use – Residential, Little Elkhart River.

History and General Notes:

- **August 17, 2023** – The BZA approved a Special Use for a marina (SUP-0440-2023).
- **August 5, 2025** – The property owner applied for a zone map change from R-1 to B-2 (RZ-0514-2025).

Staff Analysis:

Staff finds that:

1. The Special Use Amendment will be consistent with the spirit, purpose, and intent of the Development Ordinance. This is an existing Special Use for a marina.
2. The Special Use Amendment will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 0.97-acre parcel in a low-density riparian area, and the parcel will remain a marina.
3. The Special Use Amendment will substantially serve the public convenience and welfare by providing for a communication tool commonly used by businesses.

BZA Staff Report (Continued)

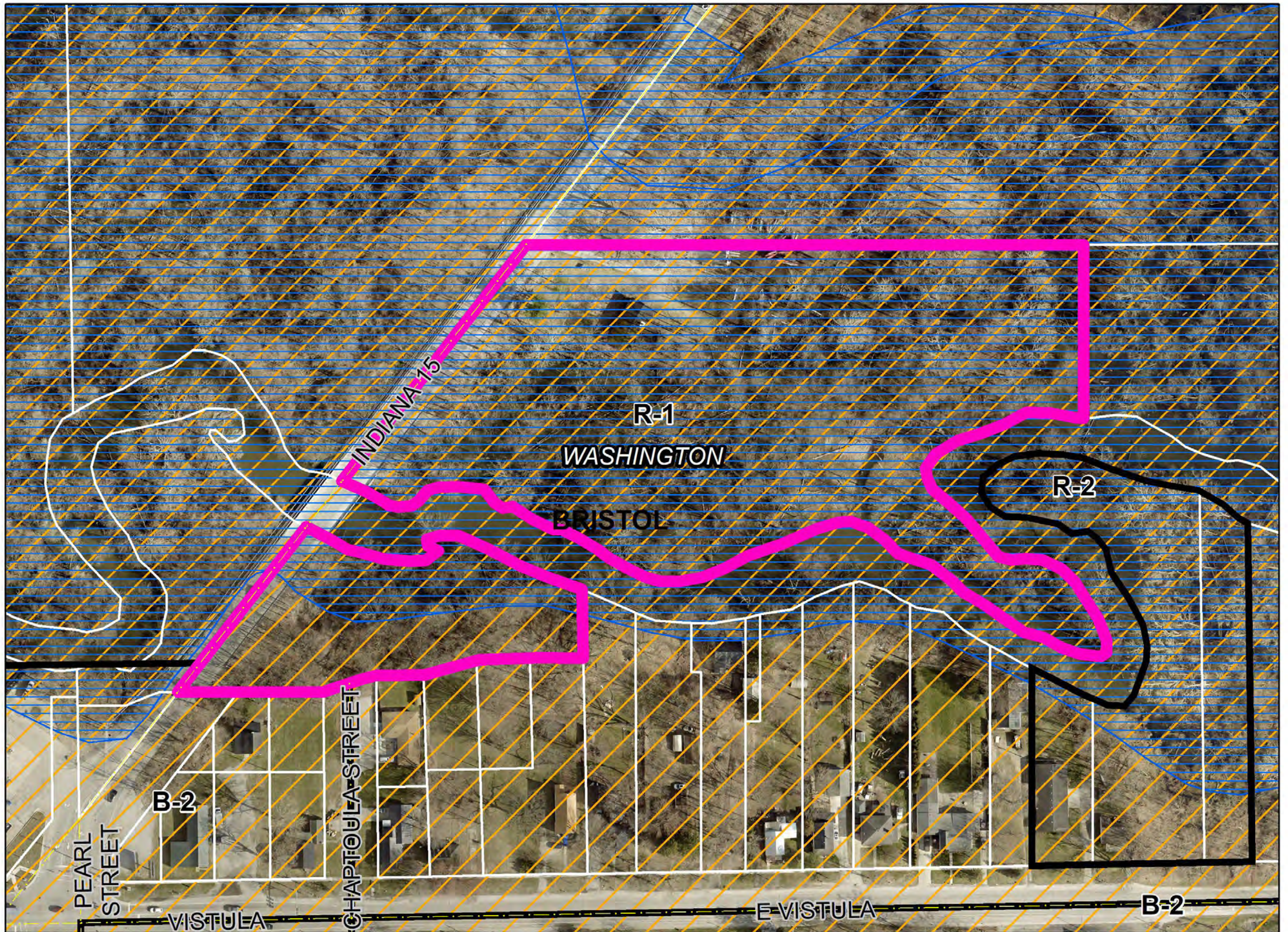
Hearing Date: September 18, 2025

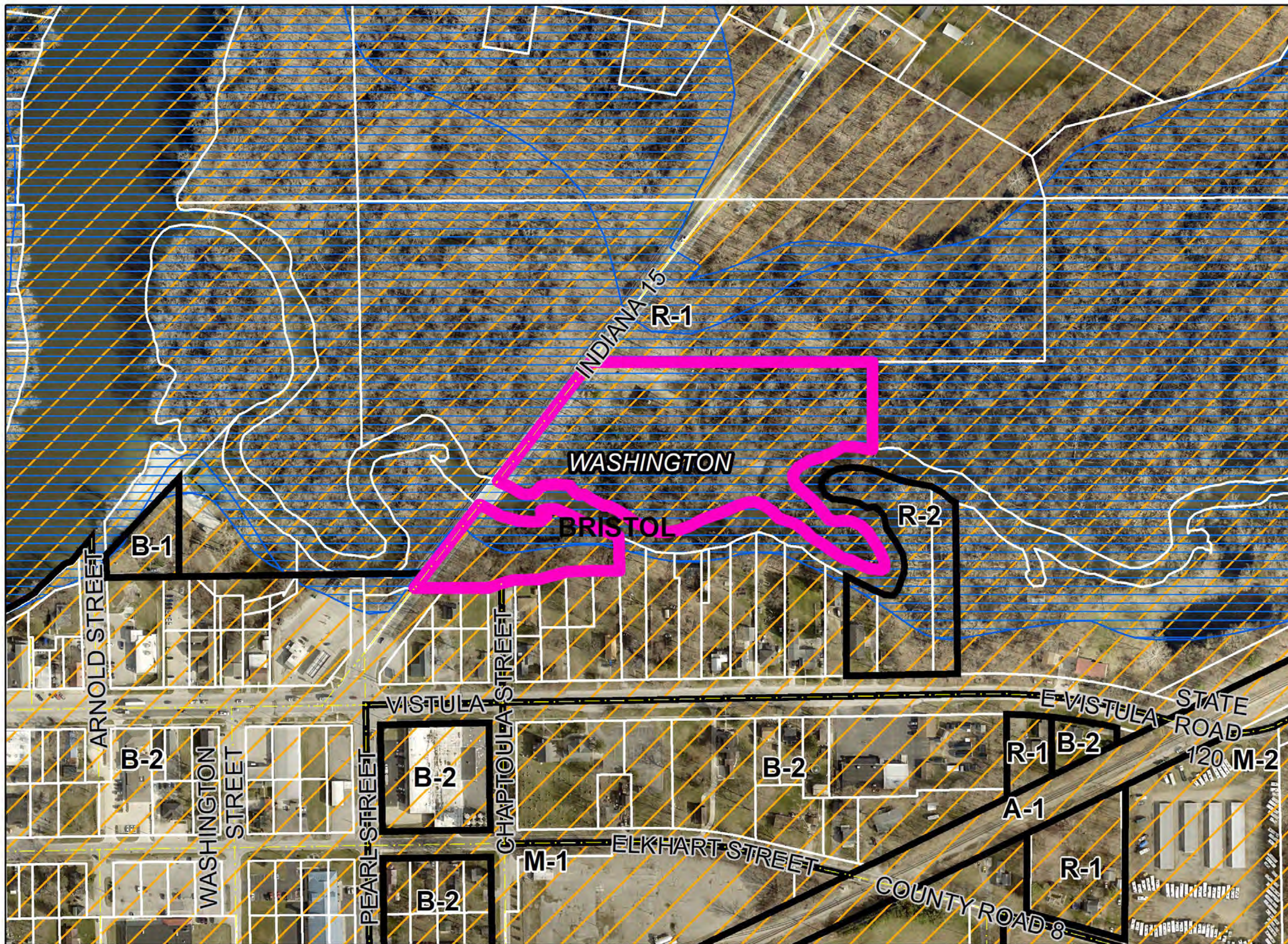
Staff recommends **APPROVAL** with the following condition(s) imposed:

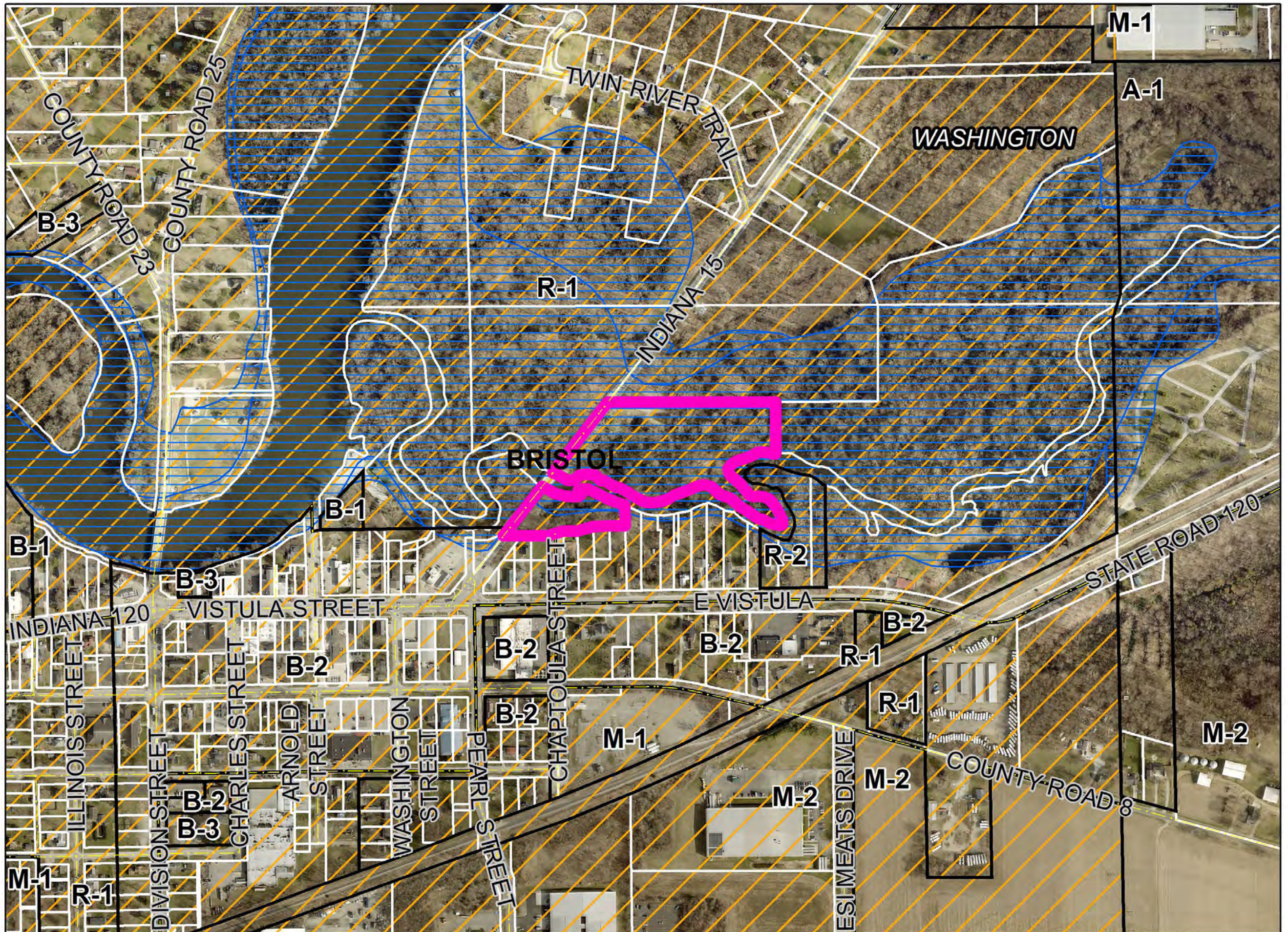
1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

1. The request is approved in accordance with the site plan submitted (dated 7/14/2025) and as represented in the Special Use Amendment application.









Subject property facing east



Facing west



Facing north



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Special Use Amendment - Non Mobile Home

**Elkhart County Planning & Development
Public Services Building**

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Date: 07/14/2025 Meeting Date: September 18, 2025
Board of Zoning Appeals Public Hearing Transaction #: SUP-0464-2025

Description: for an Amendment to an existing Special Use for a marina to allow for an electronic message board to be added to property.

Contacts: Applicant Land Owner
Michiana Home Rentals Inc. Michiana Home Rentals Inc.
3031 Twin Pines Pl. 3031 Twin Pines Pl.
Elkhart, IN 46514 Elkhart, IN 46514

Site Address: 402 Mottville Rd Parcel Number: 20-03-26-102-002.000-031
Bristol, IN 46507

Township: Washington
Location: EAST SIDE OF SR 15. 900 FT NORTH OF SR 120

Subdivision: Lot #

Lot Area: 10.64 Frontage: 696.00 Depth: 690.00

Zoning: R-1 NPO List:

Present Use of Property: MARINA

Legal Description:

Comments: PARCEL CREATION DATE 3/1/1962
BC-2443-2024, BR-1165-2023, SUP-0440-2023, ELEC-R-1804-2021, ELEC-R-1977-2021
TABLED SO REZONE TO B-2 CAN BE FILED 7-31-2025 JB

Applicant Signature: Department Signature:

Application

Site address: 402 Mottville Rd Bristol, IN
Parcel number(s): 20-03-26-102-002-000-031

Current property owner

Name: Michiana Home Rentals | Sabu & Shyla Kurian
Address: 3031 Twin Pines Pt Elkhart, IN
Phone: (574) 361-7826 Email: sabukurian@hotmail.com

Other party ☐ Agent ☐ Buyer ☐ Land contract purchaser ☐ Lessee

Name: _____
Address: _____
Phone: _____ Email: _____

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: 

Staff Use Only

Description: FOR AN AMENDMENT TO AN EXISTING SPECIAL USE
FOR A MARINA TO ALLOW FOR AN ELECTRONIC MESSAGE
BOARD.

Parcel creation date: 3/1/1962

Subdivision required? ☐ Y ☒ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: _____

Location: N S E W corner side end of SR 15
900 ft. N S E W of SR 120.
in _____ Township

Frontage: 696 Depth: 690 Area: 10.64 acres

Subdivision and lot number, if applicable: _____

Present use: MARINA

Special Use — Questionnaire

Name: Sabu Kurian & Shyla Kurian

1) Tell us what you want to do. Amendment to previously approved sign, increased size due to difficulty fitting everything needed

2) Tell us why this activity won't hurt your neighbors or the community. Already a much larger billboard on adjacent property, wooded area so sign can't be seen easily by any neighbors

3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N If yes, fill out below.
Tell us what will create those things. _____

Tell us how you'll reduce the impact of those things on neighbors. _____

5) Will there be buffering (fences, trees, shrubs, mounds)? ☐ Y ☒ N
If yes, tell us about it. _____

6) Does the property need well and septic? Well: ☐ Y ☒ N Septic: ☐ Y ☒ N Planning to connect
Does the property need a new septic system? ☐ Y ☒ N to City water & sewer
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Will the activity use buildings or additions? ☒ Y ☐ N If yes, fill out below. No changes from previously approved (see site plan)
Building or addition 1 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
Building or addition 2 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____

8) Does this application include animals? ☐ Y ☒ N
If yes, tell us what kind and how many of each. _____

Next page ➡

Special Use — Questionnaire

- 9) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☒ Y ☐ N If yes, fill out below.

How many employees do you have now? Full time: 0 Part time: 0

How many employees do you want? Full time: 0-5 Part time: 0-5

How many of the employees won't live onsite? All

What will be the days and hours of operation on this property? Morning to evening, 7 days/week

How many parking spaces do you have now? None ~~has~~ created yet

How many parking spaces do you want? Needed at least 11 to meet code, no change from previously approved

Will there be outside storage or display areas on this property? ☒ Y ☐ N

If yes, tell us what will be stored outside or displayed. No change from previously approved (some canoes & trailers)

Will there be retail sales on this property? ☒ Y ☐ N

If yes, tell us what will be sold. Same as previously approved: food, ice cream, drinks, other refreshments, convenience items, water, souvenirs, accessory items for water activities,

Approximately how many customers (clients, guests, students, members) will be on this property per day? 50-300 depending on season, holiday, etc.

Will there be pickups or deliveries on this property? ☒ Y ☐ N If yes, fill out below. Possibly, depending on suppliers

Tell us how often. 1-4 times/week

Tell us the kind of vehicles used. Standard delivery vehicles, most likely box trucks, cargo vans, refrigerated vans

Does the application include signs? ☐ Y ☐ N If yes, fill out below.

Sign 1 Dimensions (length and width). 3'11 1/16" x 8'4 13/16" digital display with 13 1/8" x 17"

Existing? ☐ Y ☒ N Double faced? ☒ Y ☐ N canoe above 8'5 3/4" x 10 1/2" fixed portion above that (see attached drawing)

Electronic message board? ☒ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☒ Y ☐ N Wall mounted? ☐ Y ☒ N

Sign 2 Dimensions (length and width). 5 FT x 5 FT

Existing? ☐ Y ☒ N Double faced? ☐ Y ☒ N

Electronic message board? ☐ Y ☒ N If no, lighted? ☐ Y ☒ N

Freestanding? ☐ Y ☒ N Wall mounted? ☒ Y ☐ N

Sign 3 Dimensions (length and width). 4.46 FT x 2.77 FT

Existing? ☐ Y ☒ N Double faced? ☐ Y ☒ N

Electronic message board? ☐ Y ☒ N If no, lighted? ☐ Y ☒ N

Freestanding? ☐ Y ☒ N Wall mounted? ☒ Y ☐ N

- 10) Tell us anything else you want us to know. DNR has approved the changes on their end



State of Indiana
Department of Natural Resources



PERMIT AMENDMENT APPROVAL

Application #: FW-32280-1

This Action is issued under the authority of the Indiana Flood Control Act, IC 14-28-1 with 312 IAC 10 as administered by the Department of Natural Resources.

Amendment Issued To: Michiana Home Rentals Inc., Sabu Kurian, 3031 Twin Pines Point, Elkhart, IN 46514

Amendment Issued By:

Katelyn Salzer

Mail Date: 07/10/2025

Katelyn Salzer, Division of Water

Permit Effective Date: 04/15/2024

Permit Expiration Date: 03/28/2026

PROJECT INFORMATION:

Waterbody: Little Elkhart River

County: Elkhart

Project Description Narrative: An existing manufactured house will be removed and a new 61' by 33' building will be constructed and used as an office. Additionally, the other existing 24.4' by 46.4' building on the property will be used for canoe and kayak storage. The new building will have a finished floor elevation of 757.2', NAVD, will include electric and water, and will have a concrete slab foundation. A gravel drive/parking lot will be constructed in the area around and between the two buildings. Approximately 6" of existing topsoil will be removed and replaced with washed gravel or stone, keeping this area at grade. The total approximate area of the gravel drive/parking lot will be 14,090 square feet. Lastly, a business sign that is 5' high and 5' wide will also be constructed along the existing gravel driveway.

This amendment is to modify the dimensions and location of the business sign. The sign will be approximately 12' high and 17' wide. The location of the sign will be slightly further from the driveway and no electrical equipment will be exposed below the Flood Protection Grade.

Project Location: 402 Mottville Road near Bristol

The Department's staff has reviewed the request to amend the project information. The change to the Project Description is shown above under Project Information.

The Department's staff has determined that if the project is followed as described in the submitted information it is approved, provided the conditions listed on the original permit and the conditions below are met.

PERMIT CONDITIONS:

DNR PROJECT SPECIFIC PERMIT CONDITIONS

1.) Obtain the prior written approval of the Department for any additional construction, excavation or filling in or on the floodway* beyond the scope of the project.

All Conditions on the original Certificate of Approval, with any modified or additional conditions in subsequent Permit Amendments, must be met in order for the project to be in compliance with the statutes and rules listed in this Permit Amendment.

This Amendment must be displayed at the construction site with the original Certificate of Approval and any subsequent Permit Amendments issued on this project.

Attachments: Floodplain Map FW-32280.pdf, FW-32280 Permit.pdf

Point of Contact: Katelyn Salzer, Division of Water

This information in this document was prepared by the staff name listed as the Point of Contact. If you have any questions, contact that staff person at the Division of Water by email at water_inquiry@dnr.in.gov or by telephone at 317-232-4160 and select 1 during the recorded menu narrative to leave a voicemail.

RIGHT TO ADMINISTRATIVE REVIEW:

A party may appeal this Department of Natural Resources Action through the administrative review procedures found in the Administrative Orders and Procedures Act, IC 4-21.5. If an appeal is filed, the final agency determination will be made following a legal proceeding conducted before an Administrative Law Judge. The Department of Natural Resources will be represented by legal counsel at all stages of administrative review.

In order to obtain an administrative review, a written petition must be filed within 18 days of the Mail Date of the Action. The petition must contain specific reasons for the appeal and indicate the portion or portions of the project to which the appeal pertains. The petition can be submitted online by selecting the appropriate File a Petition for Review tile at: in.gov/oalp/file-a-petition-for-review/, or by mail at: Office of Administrative Law Proceedings, 100 N. Senate Avenue, Suite N802, Indianapolis, IN 46204.

SERVICE LIST:

Applicant(s):

Michiana Home Rentals Inc., Sabu Kurian, 3031 Twin Pines Point, Elkhart, IN 46514

Adjacent Landowners and Interested Parties:

AEP Indiana-Michigan, 1 Riverside Plaza 16th Floor, Columbus, OH 43215

US Army Corps of Engineers, Detroit District, Michiana Branch 2422 Viridian Drive, Suite 200, South Bend, IN 46628

Elkhart County, Adam Coleson, 4230 Elkhart Road, Goshen, IN 46526

St. Joseph River Basin Commission, 227 West Jefferson Boulevard, South Bend, IN 46601

Indiana Department of Natural Resources, Division of Law Enforcement District 1 Headquarters 9822 North Turkey Creek Road, Syracuse, IN 46567

Elkhart County SWCD, 17746-B County Road 34, Goshen, IN 46528

Elkhart County Drainage Board, Steve Schweisberger, 4230 Elkhart Road, Goshen, IN 46526

ADDITIONAL PERMITTING AGENCIES:

This is not a waiver of any local ordinance or other state or federal law and does not relieve the permittee of any liability for the effects which the project may have upon the safety of the life or property of others.

This does not relieve the permittee of the responsibility of obtaining permits, approvals, easements, etc. under other regulatory programs administered by, but not limited to, the U.S. Army Corps of Engineers, County Drainage Board, Indiana Department of Environmental Management and local, city, or county floodplain management, planning or zoning commissions.



State of Indiana
Department of Natural Resources



CERTIFICATE OF APPROVAL

Application #: FW-32280-0

This Certificate of Approval is a Permit for Construction under the authority of the Indiana Flood Control Act, IC 14-28-1 with 312 IAC 10 as administered by the Department of Natural Resources.

Approval Issued To: Michiana Home Rentals Inc., Sabu Kurian, 3031 Twin Pines Point, Elkhart, IN 46514

Approval Issued By:

Grant A. Eyster

Mail Date: 3/28/2024

Grant Eyster, Division of Water

Permit Effective Date: 04/15/2024

Permit Expiration Date: 03/28/2026

Pursuant to IC 4-21.5-3-5(f), this Permit becomes Effective eighteen (18) days from the Mail Date to provide a stay period for a Petition for Administrative Review with the Indiana Natural Resources Commission, Division of Hearings. Initiating construction authorized in this Permit prior to the Permit Effective Date constitutes a violation. This Permit is only valid until the Permit Expiration Date.

This Permit may be renewed one (1) time if a written request is received at the DNR, Division of Water, prior to the Permit Expiration Date.

PROJECT INFORMATION:

Waterbody: Little Elkhart River

County: Elkhart

Project Description Narrative: An existing manufactured house will be removed and a new 61' by 33' building will be constructed and used as an office. Additionally, the other existing 24.4' by 46.4' building on the property will be used for canoe and kayak storage. The new building will have a finished floor elevation of 757.2', NAVD, will include electric and water, and will have a concrete slab foundation. A gravel drive/parking lot will be constructed in the area around and between the two buildings. Approximately 6" of existing topsoil will be removed and replaced with washed gravel or stone, keeping this area at grade. The total approximate area of the gravel drive/parking lot will be 14,090 square feet. Lastly, a business sign that is 5' high and 5' wide will also be constructed along the existing gravel driveway.

Project Location: 402 Mottville Road near Bristol

PERMIT CONDITIONS:

This Certificate of Approval is valid only if the construction project is in compliance with all Conditions in this Permit.

DNR PROJECT SPECIFIC PERMIT CONDITIONS

RIGHT TO ADMINISTRATIVE REVIEW:

A party may appeal this Department of Natural Resources Action through the administrative review procedures found in the Administrative Orders and Procedures Act, IC 4-21.5, and the rules promulgated thereunder 312 IAC 3-1. If an appeal is filed, the final agency determination will be made by the Natural Resources Commission following a legal proceeding conducted before an Administrative Law Judge. The Department of Natural Resources will be represented by legal counsel at all stages of administrative review.

In order to obtain an administrative review, a written petition must be filed with the Division of Hearings within 18 days of the Mail Date of the Action. The petition must contain specific reasons for the appeal and indicate the portion or portions of the project to which the appeal pertains. The petition must be addressed to the Division of Hearings, Indiana Government Center North, Room N103, 100 North Senate Avenue, Indianapolis, Indiana 46204

SERVICE LIST:

Applicant(s):

Michiana Home Rentals Inc., Sabu Kurian, 3031 Twin Pines Point, Elkhart, IN 46514

Adjacent Landowners and Interested Parties:

Indiana Department of Natural Resources, Division of Law Enforcement District 1 Headquarters 9822 North Turkey Creek Road, Syracuse, IN 46567

US Army Corps of Engineers, Detroit District, Michiana Branch 2422 Viridian Drive, Suite 200, South Bend, IN 46628

Elkhart County SWCD, 17746-B County Road 34, Goshen, IN 46528

St. Joseph River Basin Commission, 227 West Jefferson Boulevard, South Bend, IN 46601

Elkhart County Drainage Board, Steve Schweisberger, 4230 Elkhart Road, Elkhart, IN

Elkhart County, Adam Coleson, 4230 Elkhart Road, Goshen, IN 46526

AEP Indiana-Michigan, 1 Riverside Plaza 16th Floor, Columbus, OH 43215

ADDITIONAL PERMITTING AGENCIES:

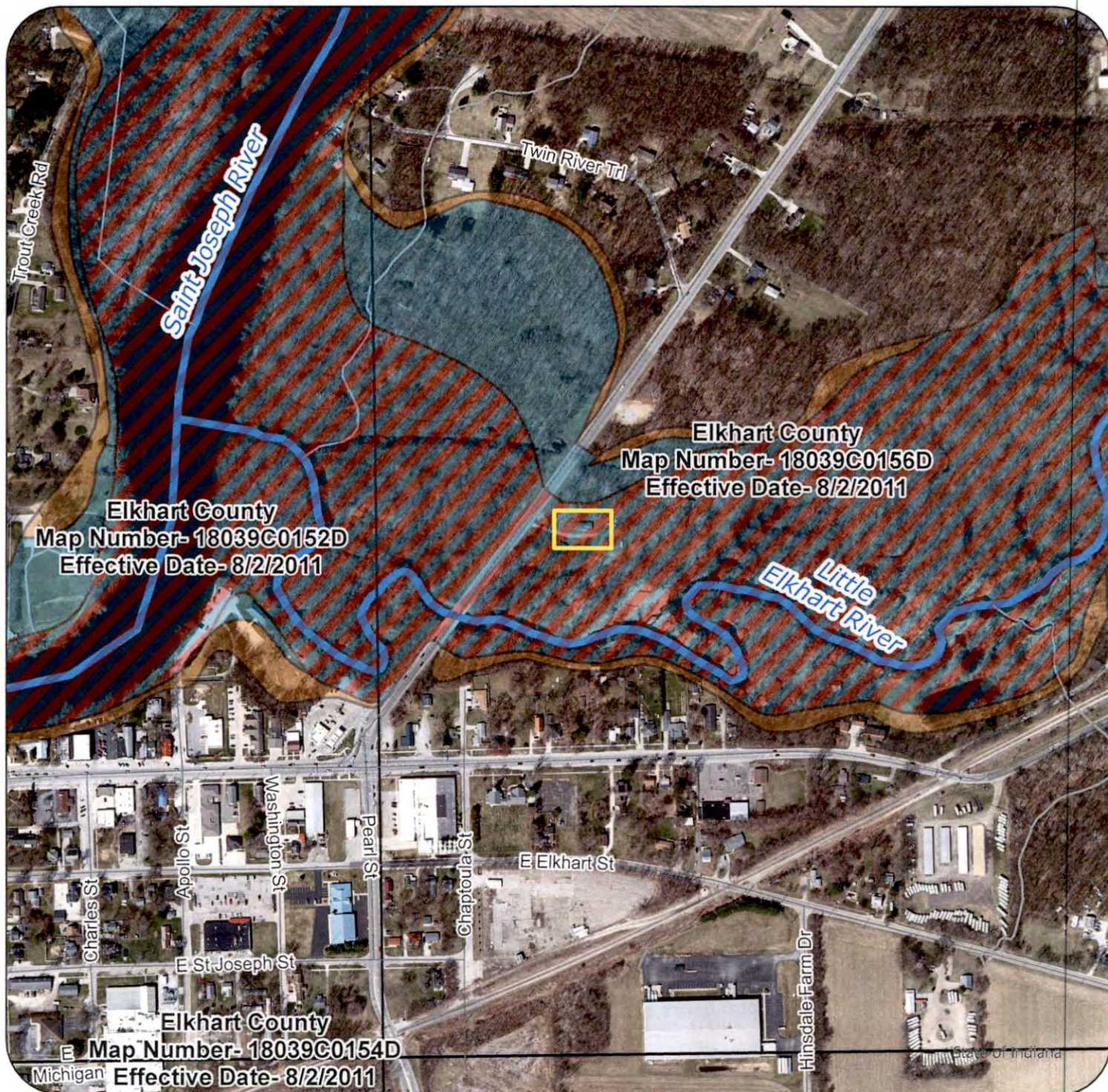
This is not a waiver of any local ordinance or other state or federal law and does not relieve the permittee of any liability for the effects which the project may have upon the safety of the life or property of others.

This does not relieve the permittee of the responsibility of obtaining permits, approvals, easements, etc. under other regulatory programs administered by, but not limited to, the U.S. Army Corps of Engineers, County Drainage Board, Indiana Department of Environmental Management and local, city, or county floodplain management, planning or zoning commissions.

- 1) Revegetate all bare and disturbed areas that are not currently mowed and maintained with a mixture of grasses, sedges, and wildflowers native to Northern Indiana and specifically for stream bank/floodway stabilization purposes as soon as possible upon completion; turf-type grasses (including low-endophyte, friendly endophyte, and endophyte free tall fescue but excluding all other varieties of tall fescue) may be used in currently mowed areas only. A native herbaceous seed mixture must include at least 5 species of grasses and sedges and 5 species of wildflowers.
- 2) Minimize and contain within the project limits all tree and brush clearing.
- 3) Do not cut any trees suitable for Indiana Bat or Northern Long-eared Bat roosting (3 inches or greater diameter-at-breast height, living or dead, with loose hanging bark, or with cracks, crevices, or cavities) from April 1 through September 30.
- 4) All excavated material must be properly spread or completely removed from the project site such that erosion and off-site sedimentation of the material is prevented.
- 5) Do not deposit or allow construction/demolition materials or debris to fall or otherwise enter the waterway. Any incidental fallen material or debris in the waterway must be removed within 24 hours using best management practices, particularly lifting material out of the waterway and not dragging it across the streambed whenever possible.
- 6) Appropriately designed measures for controlling erosion and sediment must be implemented to prevent sediment from entering the waterbody or leaving the construction site; maintain these measures until construction is complete and all disturbed areas are stabilized.
- 7) Seed and protect all disturbed streambanks and slopes not protected by other methods that are 3:1 or steeper with erosion control blankets that are heavy-duty, biodegradable, and net free or that use loose-woven / Leno-woven netting to minimize the entrapment and snaring of small-bodied wildlife such as snakes and turtles (follow manufacturer's recommendations for selection and installation); seed and apply mulch on all other disturbed areas.
- 8) Do not excavate or place fill in any riparian wetland.
- 9) Do not convert the structure into a residential building/residential use.
- 10) If the building or plans that are approved by DNR under this Certificate of Approval are changed or modified, contact the Division of Water, Technical Services Section by email at water_inquiry@dnr.in.gov or by telephone at 317-232-4160 or toll-free at 1-877-928-3755 and select 1 during the recorded menu narrative.
- 11) Do not locate any electrical, heating, ventilation, plumbing, air conditioning equipment, utility meters, and other service facilities below the flood protection grade (base flood elevation plus two feet).
- 12) Within 30 days after the completion of the non-residential structure/building and prior to occupancy, a completed FEMA Elevation Certificate must be completed by a Licensed Surveyor (registered under (registered under IC 25-31-1) or Professional Engineer (registered under IC 25-31-1) and submitted to the Division of Water documenting that the finished construction is in compliance with the project plans approved in the permit.
- 13) Except for the material used as backfill as shown on the plans submitted for the permit application, place all excavated material landward of the floodway*.
- 14) Do not leave felled trees, brush, or other debris in the floodway*.
- 15) Upon completion of the project, remove all construction debris from the floodway*.
- 16) * Note: For regulatory purposes, the floodway is defined on the attached Floodway Map.

DNR PROJECT GENERAL PERMIT CONDITIONS

- 1) Any modifications or additional construction beyond what was shown on plans received at the Division of Water shall require an additional review and approval from the Department of Natural Resources.
- 2) This Permit must be posted and maintained at the project site until the project is completed.
- 3) This Permit shall not be assigned or transferred without the prior written approval of the Department of Natural Resources.
- 4) If any prehistoric or historic archaeological artifacts or human remains are uncovered during construction, demolition, or earthmoving activities, state law (IC 14-21-1-27 and 29) requires that the discovery must be reported to the Department of Natural Resources within two (2) business days.
- 5) This Permit may be revoked by the Department of Natural Resources for violation of any condition or applicable statute or rule.
- 6) The Department of Natural Resources shall have the right to enter upon the site of the permitted activity for the purpose of inspecting the work authorized under this Permit.



The Special Flood Hazard Area was derived from the digital representation of FEMA Flood Insurance Rate Maps (FIRM). While this map is provided for information, the FIRMs as published by FEMA are the authoritative documents for the National Flood Insurance Program.

DNR
Indiana Department
of Natural Resources



Copies of those maps can be found at <http://msc.fema.gov>

Map Source: FIRM

File Number: FW-32280

Note

This map does not reflect changes or amendments which may have been made subsequent to the effective date

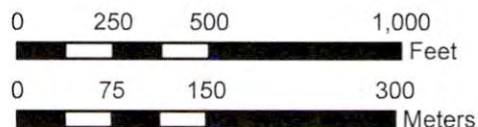
Legend

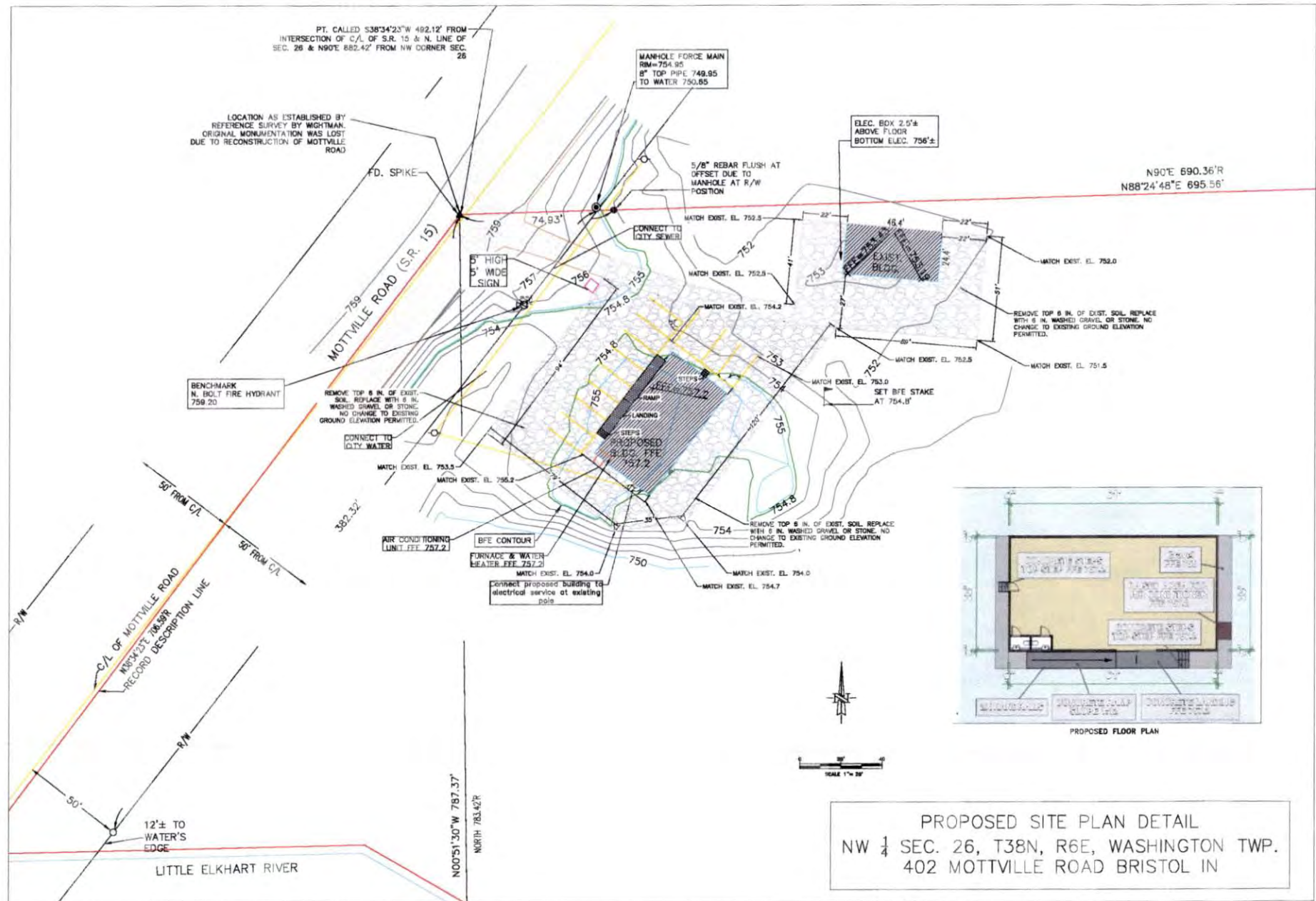
- 0.2% Annual Chance Flood Hazard Area
- Special Flood Hazard Area Zone AE
- Floodway Zone AE
- Site Boundaries

N



MAP SCALE: 1" = 500'

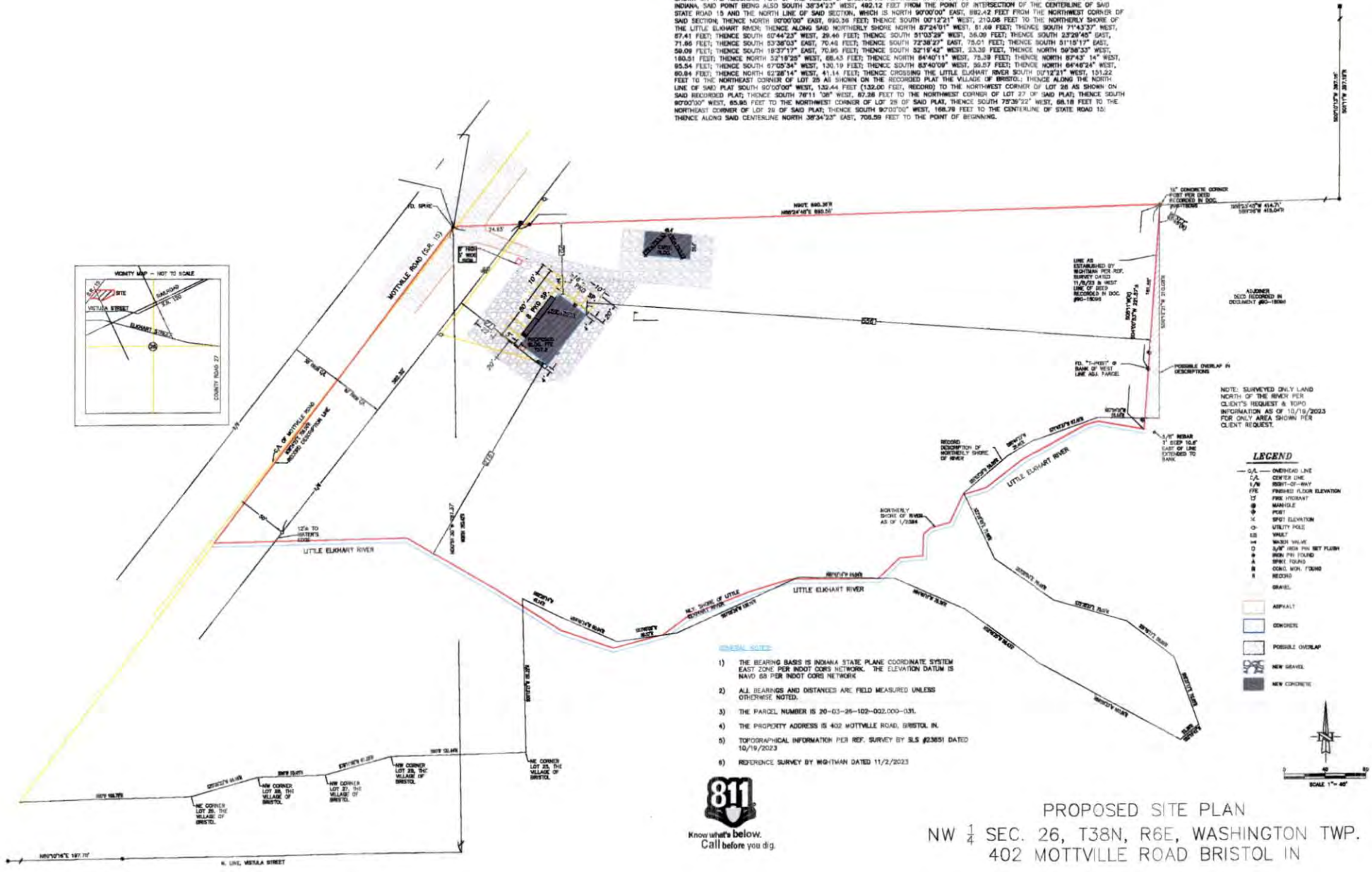




LAND DESCRIPTION

THAT 1/2 AC. OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 6 EAST, WASHINGTON TOWNSHIP, ELKHART COUNTY, INDIANA WHICH IS DESCRIBED AS:

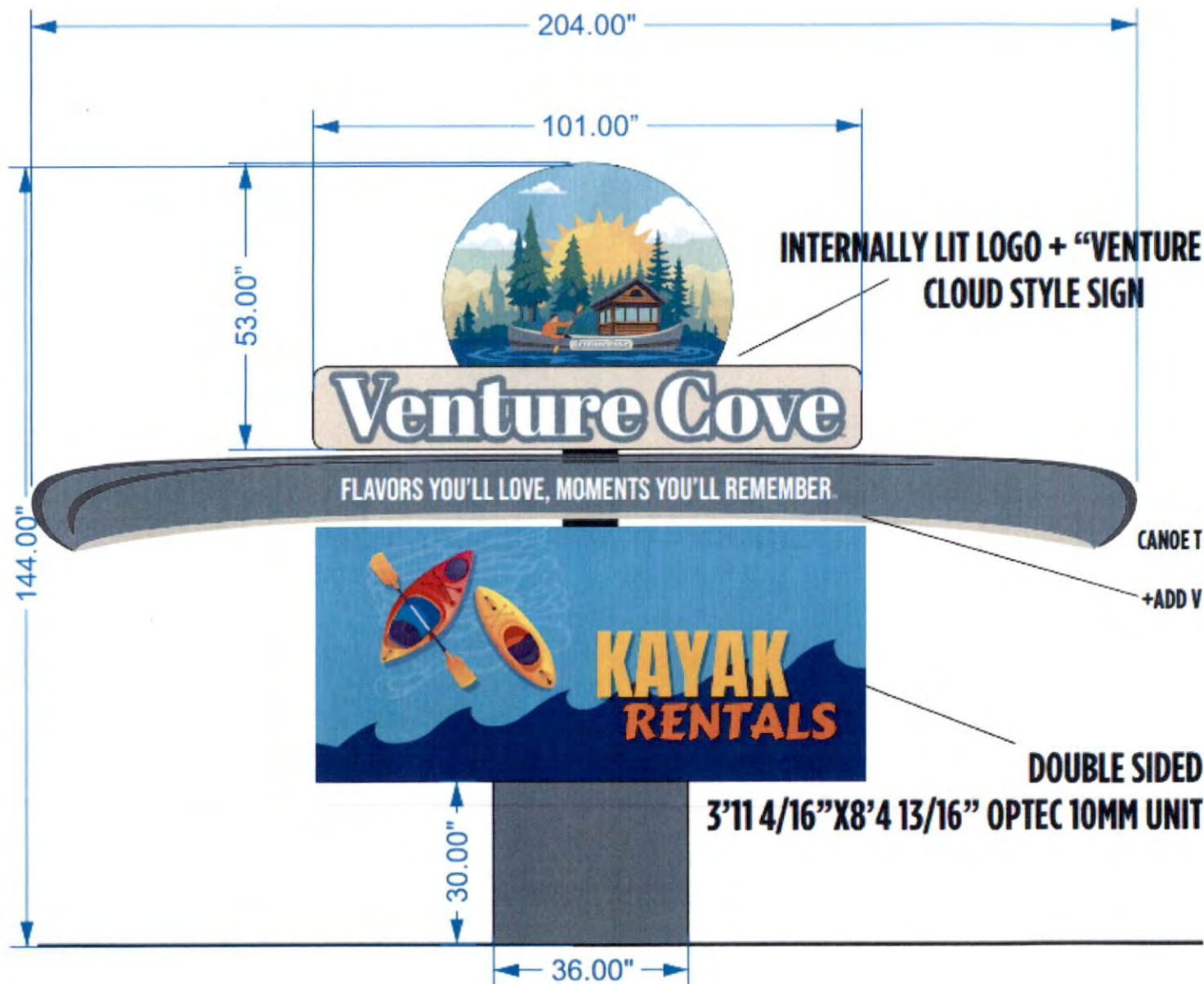
BEGINNING AT A POINT ON THE CENTERLINE OF STATE ROAD 15 WHICH IS 783.42 FEET NORTH OF THE NORTH LINE OF VISTULA STREET AS SHOWN ON THE RECORDED PLAT OF THE VILLAGE OF BRISTOL AS RECORDED IN THE OFFICE OF THE RECORDER OF ELKHART COUNTY, INDIANA, SAID POINT BEING ALSO SOUTH 38°34'23" WEST, 482.12 FEET FROM THE POINT OF INTERSECTION OF THE CENTERLINE OF SAID STATE ROAD 15 AND THE NORTH LINE OF SAID SECTION, WHICH IS NORTH 90°00'00" EAST, 186.42 FEET FROM THE NORTHWEST CORNER OF SAID SECTION THENCE NORTH 0°00'00" EAST, 890.36 FEET; THENCE SOUTH 0°12'21" WEST, 210.08 FEET TO THE NORTHERLY SHORE OF THE LITTLE ELKHART RIVER; THENCE ALONG SAID NORTHERLY SHORE SOUTH 87°24'01" WEST, 81.69 FEET; THENCE SOUTH 71°43'37" WEST, 87.41 FEET; THENCE SOUTH 62°44'23" WEST, 29.46 FEET; THENCE SOUTH 51°03'29" WEST, 34.06 FEET; THENCE SOUTH 23°28'45" EAST, 71.86 FEET; THENCE SOUTH 53°38'03" EAST, 70.48 FEET; THENCE SOUTH 72°38'27" EAST, 75.01 FEET; THENCE SOUTH 51°19'17" EAST, 58.09 FEET; THENCE SOUTH 19°37'17" EAST, 70.85 FEET; THENCE SOUTH 52°19'42" WEST, 33.38 FEET; THENCE NORTH 58°38'33" WEST, 180.51 FEET; THENCE NORTH 52°18'28" WEST, 88.43 FEET; THENCE NORTH 84°40'11" WEST, 70.38 FEET; THENCE NORTH 87°43'14" WEST, 95.54 FEET; THENCE SOUTH 87°05'34" WEST, 130.19 FEET; THENCE SOUTH 83°40'09" WEST, 59.57 FEET; THENCE NORTH 84°46'24" WEST, 80.84 FEET; THENCE NORTH 82°28'14" WEST, 41.14 FEET; THENCE CROSSING THE LITTLE ELKHART RIVER SOUTH 10°12'21" WEST, 151.22 FEET TO THE NORTHEAST CORNER OF LOT 28 AS SHOWN ON THE RECORDED PLAT OF THE VILLAGE OF BRISTOL; THENCE ALONG THE NORTH LINE OF SAID PLAT SOUTH 80°00'00" WEST, 132.44 FEET (132.00 FEET, RECORDED) TO THE NORTHWEST CORNER OF LOT 28 AS SHOWN ON SAID RECORDED PLAT; THENCE SOUTH 78°11'08" WEST, 82.38 FEET TO THE NORTHWEST CORNER OF LOT 27 OF SAID PLAT; THENCE SOUTH 80°00'00" WEST, 65.86 FEET TO THE NORTHWEST CORNER OF LOT 28 OF SAID PLAT; THENCE SOUTH 72°38'27" WEST, 68.18 FEET TO THE NORTHEAST CORNER OF LOT 28 OF SAID PLAT; THENCE SOUTH 9°07'00" WEST, 168.78 FEET TO THE CENTERLINE OF STATE ROAD 15; THENCE ALONG SAID CENTERLINE NORTH 38°34'23" EAST, 708.59 FEET TO THE POINT OF BEGINNING.



- GENERAL NOTES:**
- 1) THE BEARING BASIS IS INDIANA STATE PLANE COORDINATE SYSTEM EAST ZONE PER NAD83 CORS NETWORK. THE ELEVATION DATUM IS NAVD 83 FOR NAD83 CORS NETWORK.
 - 2) ALL BEARINGS AND DISTANCES ARE FIELD MEASURED UNLESS OTHERWISE NOTED.
 - 3) THE PARCEL NUMBER IS 20-03-28-102-022.000-031.
 - 4) THE PROPERTY ADDRESS IS 402 MOTTVILLE ROAD, BRISTOL, IN.
 - 5) TOPOGRAPHICAL INFORMATION PER REF. SURVEY BY SLS #23651 DATED 10/19/2023
 - 6) REFERENCE SURVEY BY WIGHTMAN DATED 11/2/2023



PROPOSED SITE PLAN
NW 1/4 SEC. 26, T38N, R6E, WASHINGTON TWP.
402 MOTTVILLE ROAD BRISTOL IN



2x

PLATES 1 Share

BEEF KABAB	\$10.99
LAMB KABAB	\$10.99
LAMB CHOP	\$10.99
CHICKEN KABAB	\$10.99
KEFTA	\$10.99
BEEF SHAWARMA	\$10.99
CHICKEN SHAWARMA	\$10.99
VEGGIE PLATE	\$10.99
FILAFTEL PLATE	\$12.99
MUHAMMAD WITH MEAT	\$12.99
SHRIMP KABAB PLATE	\$12.99

COMBO PLATES 2 Share

3 BEEF KABAB	\$18.99
3 LAMB KABAB	\$18.99
3 CHICKEN KABAB	\$18.99
3 KEFTA (SHISH KABAB)	\$18.99
COMBO GRILL	\$18.99
CHICKEN, KEFTA KABAB, CHICKEN QUARTER	\$18.99
CUSTOMIZE YOUR COMBO PLATE	\$14.99 - \$18.99

PIZZA

Small	Medium	Large
Pepperoni	\$10.99	\$14.99
Margherita	\$10.99	\$14.99
Supreme	\$12.99	\$16.99
Meat Lovers	\$12.99	\$16.99
Vegetarian	\$10.99	\$14.99

BURGERS

Small	Medium	Large
Beef	\$8.99	\$11.99
Chicken	\$8.99	\$11.99
Vegetarian	\$8.99	\$11.99

DRINKS

Small	Medium	Large
Soft Drink	\$2.99	\$3.99
Smoothie	\$4.99	\$5.99
Milkshake	\$4.99	\$5.99

DESSERTS

Ice Cream	\$2.99
Cheesecake	\$3.99
Chocolate Cake	\$3.99

PROPERTY LINE

STATE RD 15
(MOTTVILLE RD)

6.59 ACRES

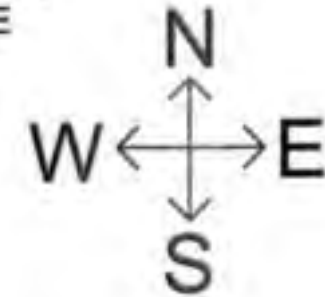
55 FT

12 FT PER 1995 SITE MAP

EXISTING BLDG
STRUCTURE
(LEAVE ALONE)

24 FT

LEFTOVER
CANOES/TRAILERS
STORED ON
THIS SIDE



PROPERTY LINE

EXISTING SHORT DRIVEWAY EXTENDED WITH GRAVEL

ABOUT 2 IN OF GRAVEL
FOR CONNECTING
EXISTING BUILDING &
DRIVEWAY

31 FT

SIGN 1
17 FT WIDE
12 FT HIGH

CONNECT RESTROOMS IN BLDG TO CITY SEWER WATER

BUSINESS SIGN
55 FT (FROM
CENTER OF
ROAD)

ROUGHLY 140 FT
(FROM CENTER OF ROAD)

3X MEND BOARD
4.48 FT x 2.77 FT

33 FT

12 FT

65 FT

18 FT

Windows

3X SIGN 2
WALL
MOUNTED
BUILDING
FRONT
5 FT x 5 FT

61 FT

DEMOLISHED MANUFACTURED
HOME REPLACED WITH
OFFICE/STORE OF SAME SIZE

sign 3 (north side & south side)

84 FT

12 FT

30 FT

235 FT (ROUGHLY)

LITTLE ELKHART RIVER

PROPERTY
LINE

1.48 ACRES

PROPERTY
LINE

LITTLE ELKHART RIVER

PROPERTY LINE

JUL 14 2025

BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0528-2025.

Parcel Number(s): 20-06-13-156-003.000-009.

Existing Zoning: R-1.

Petition: For a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres.

Petitioner: Michele A. Mulcahey.

Location: North side of Mallard Ct., 310 ft. east of Sequoia Dr., in Concord Township.

Site Description:

- Physical Improvement(s) – Residence, shed, chicken coop & goat pen.
- Proposed Improvement(s) – None.
- Existing Land Use – Residential.
- Surrounding Land Use – Residential.

History and General Notes:

- **May 30, 2025** – A complaint was made for goats, chickens & ducks in an R-1 zone (CODE-0294-2025).

Staff Analysis:

Staff finds that:

1. The Special Use will be consistent with the spirit, purpose, and intent of the Development Ordinance. The keeping of animals on a tract of land containing less than 3 acres is allowed by Special Use in the R-1 zoning district.
2. The Special Use will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 0.40-acre lot in a moderately dense residential area, and the property will remain residential in character.
3. The Special Use will substantially serve the public convenience and welfare by providing a hobby opportunity and a local source of food.

BZA Staff Report (Continued)

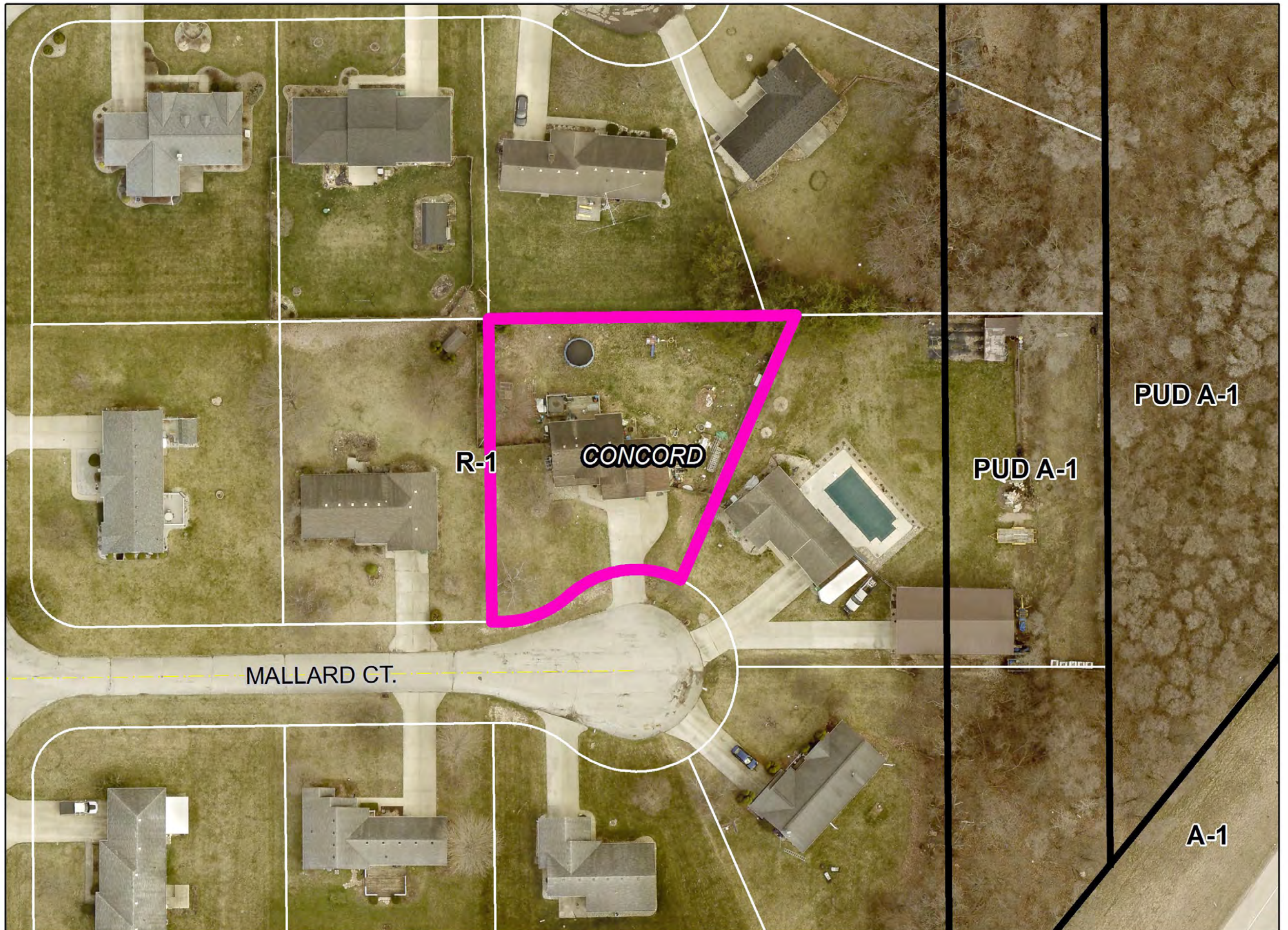
Hearing Date: September 18, 2025

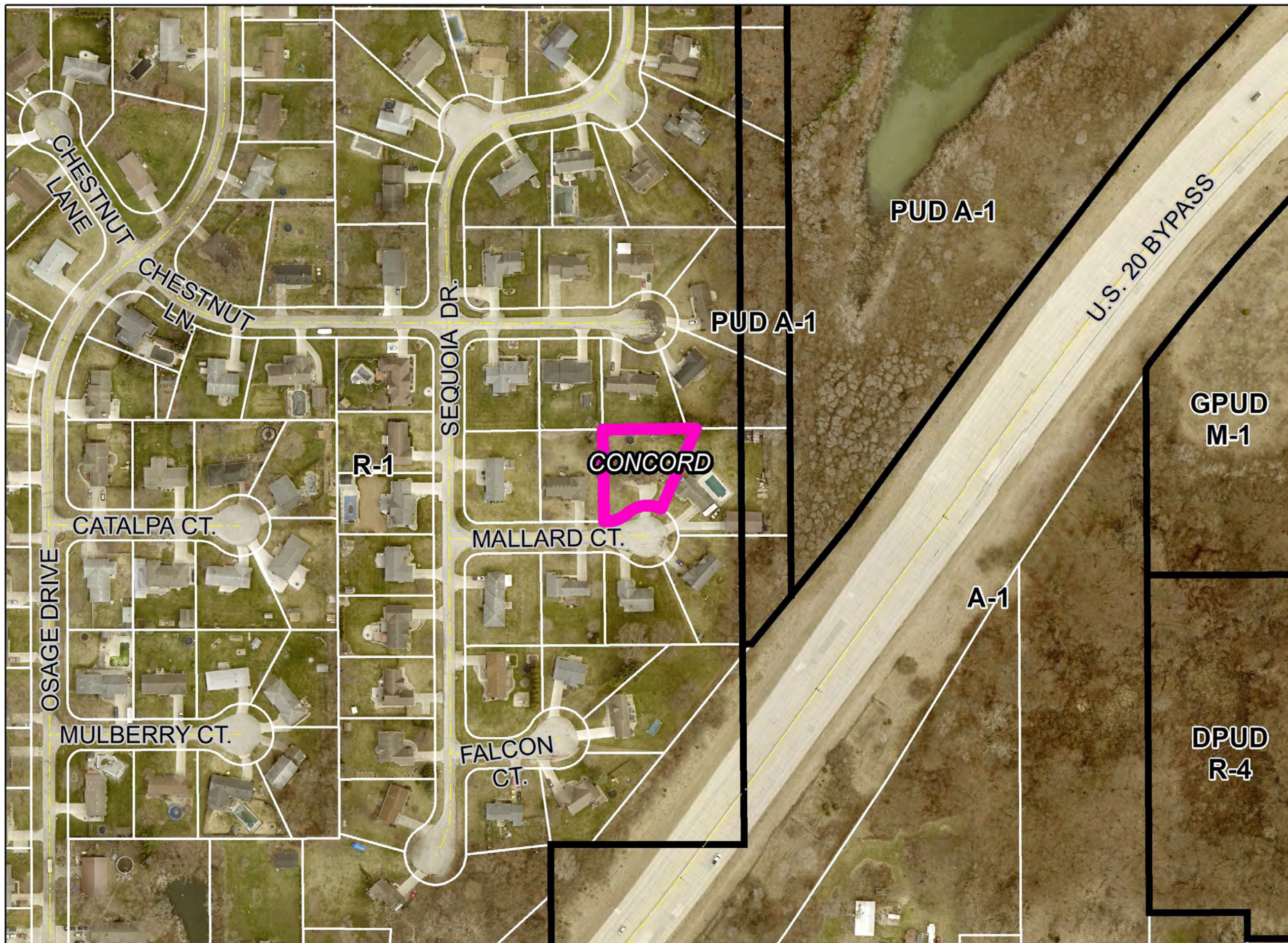
Staff recommends **APPROVAL** with the following condition(s) imposed:

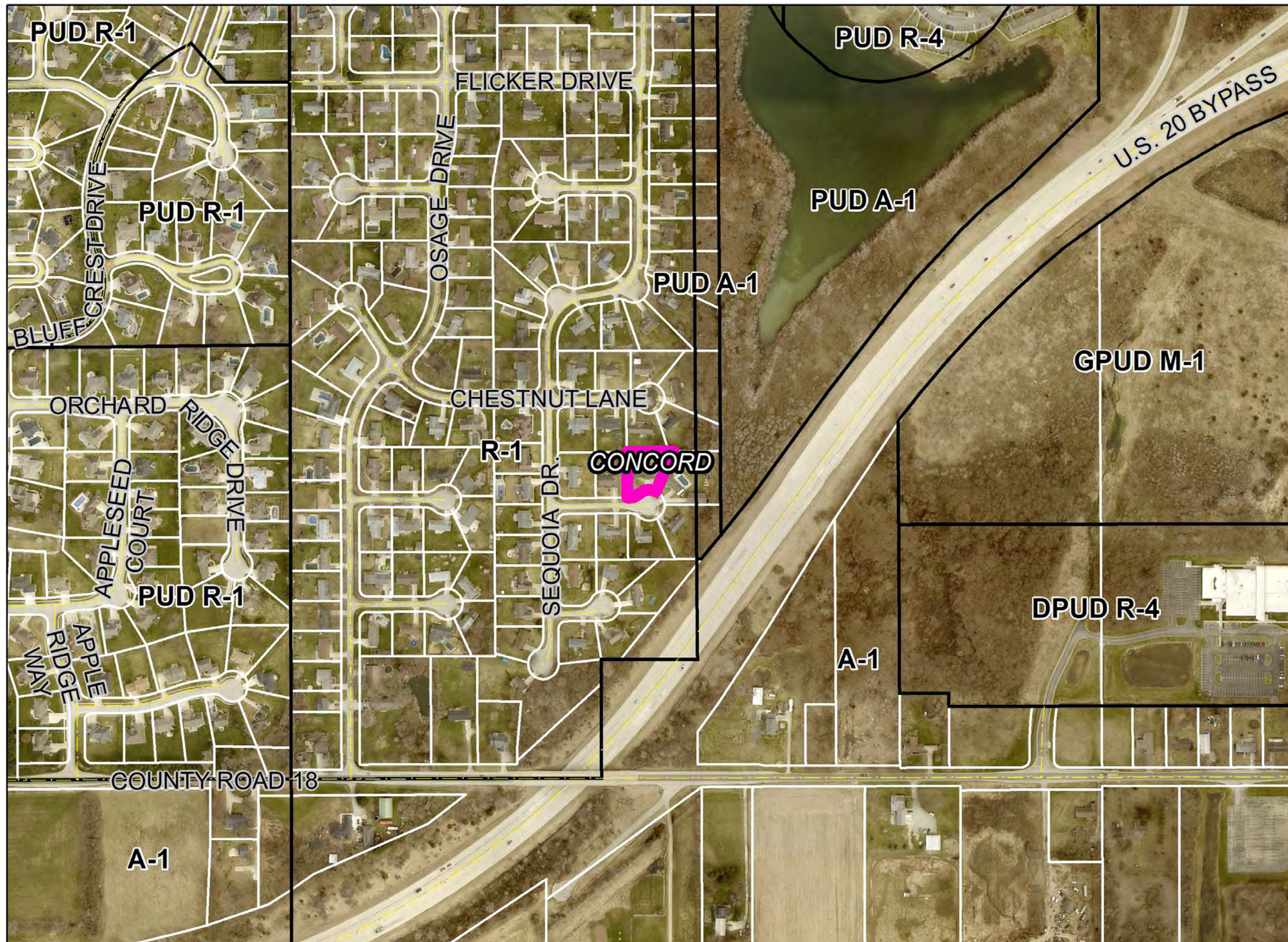
1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

1. The request is approved in accordance with the site plan submitted (dated 8/15/2025) and as represented in the Special Use application.
2. The agricultural use is limited to a maximum of ten (10) chickens (no roosters), two (2) ducks, and no goats.









Subject property facing north



Facing south



Facing east



Facing west

PLAN COMMISSION & BOARD OF ZONING APPEALS

Special Use - Non Mobile Home

Elkhart County Planning & Development
Public Services Building

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

SUP-0528-2025

Date: 08/15/2025 Meeting Date: September 18, 2025
Board of Zoning Appeals Public Hearing Transaction #: SUP-0528-2025

Description: for a Special Use for an agricultural use for the keeping of animals on a tract of land containing less than 3 acres

Contacts: Applicant Land Owner
Michele A Mulcahey Michele A Mulcahey
22753 Mallard Ct 22753 Mallard Ct
Goshen, IN 46528 Goshen, IN 46528

Site Address: 22753 Mallard Ct Parcel Number: 20-06-13-156-003.000-009
Goshen, IN 46528

Township: Concord
Location: NORTH SIDE OF MALLARD CT., 310 FT. EAST OF SEQUOIA DR.

Subdivision: WILD WOOD ESTATES Lot # 134

Lot Area: 0.40 Frontage: 101.50 Depth: 150.00

Zoning: R-1 NPO List:

Present Use of Property: RESIDENTIAL

Legal Description:

Comments: NOTE CODE CASE CODE-0294-2025

Applicant Signature: Department Signature:

Application

Site address: 22783 Mallard Ct Goshen IN 46528

Parcel number(s): _____

Current property owner

Name: Michele Varanelli (muleahy)

Address: 22783 Mallard Ct Goshen IN 46528

Phone: 574-612-0370

Email: _____

Other party

☐ Agent

☐ Buyer

☐ Land contract purchaser

☐ Lessee

Name: _____

Address: _____

Phone: _____ Email: _____

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: _____

Michele Varanelli

Staff Use Only

Description: FOR A SPECIAL USE FOR AN AGRICULTURAL USE FOR THE KEEPING OF ANIMALS ON A TRACT OF LAND CONTAINING 3 ACRES.

Parcel creation date: N/A

Subdivision required? ☐ Y ☒ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: SEE ATTACHED SHEET.

Location: N S E W corner side end of MALLARD CT.
2,615 ft. N S E W of CR 18.
in CONCORD. Township

Frontage: 101.5 Depth: 150 Area: 0.396 acres

Subdivision and lot number, if applicable: WILD WOOD ESTATES / LOT 134

Present use: RESIDENTIAL.

Special Use — Questionnaire

Name: Michelle Varanely

1) Tell us what you want to do. own chickens and goats

2) Tell us why this activity won't hurt your neighbors or the community. They are on my property, I try and keep the noise and smell to a minimum

3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N

If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☒ Y ☐ N If yes, fill out below.

Tell us what will create those things. goats sometimes cry, roosters cock a doodle do

Tell us how you'll reduce the impact of those things on neighbors. give them plenty of food, access to water and attention

5) Will there be buffering (fences, trees, shrubs, mounds)? ☐ Y ☐ N

If yes, tell us about it. _____

6) Does the property need well and septic? Well: ☐ Y ☐ N Septic: ☐ Y ☐ N

Does the property need a new septic system? ☐ Y ☐ N

If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Will the activity use buildings or additions? ☒ Y ☐ N If yes, fill out below.

Building or addition 1 Existing? ☒ Y ☐ N Size and height to the peak: 32 x 10 x 8

Tell us what you'll use it for. housing chickens and ducks

Building or addition 2 Existing? ☒ Y ☐ N Size and height to the peak: 5 x 5 x 6

Tell us what you'll use it for. housing goats

Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____

Tell us what you'll use it for. _____

8) Does this application include animals? ☒ Y ☐ N

If yes, tell us what kind and how many of each.

chickens (10) + (1) rooster ducks (2) goats (4)

Next page ➡

Special Use — Questionnaire

- 9) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☐ Y ☒ N If yes, fill out below.

How many employees do you have now? Full time: _____ Part time: _____

How many employees do you want? Full time: _____ Part time: _____

How many of the employees won't live onsite? _____

What will be the days and hours of operation on this property? _____

How many parking spaces do you have now? _____

How many parking spaces do you want? _____

Will there be outside storage or display areas on this property? ☐ Y ☐ N

If yes, tell us what will be stored outside or displayed. _____

Will there be retail sales on this property? ☐ Y ☐ N

If yes, tell us what will be sold. _____

Approximately how many customers (clients, guests, students, members) will be on this property per day? _____

Will there be pickups or deliveries on this property? ☐ Y ☐ N If yes, fill out below.

Tell us how often. _____

Tell us the kind of vehicles used. _____

Does the application include signs? ☐ Y ☒ N If yes, fill out below.

Sign 1 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

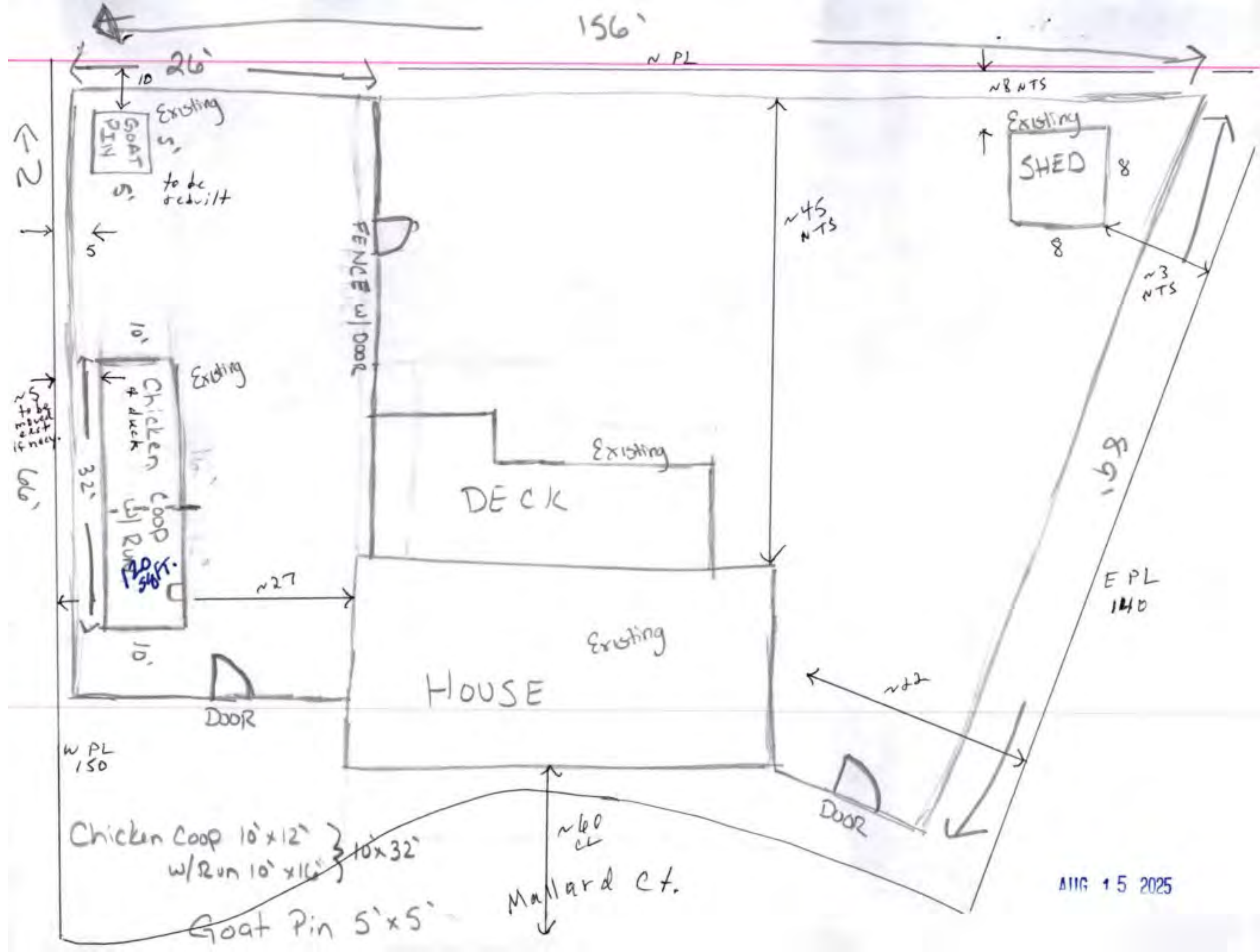
Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 10) Tell us anything else you want us to know. _____



BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0522-2025.

Parcel Number(s): 20-03-31-303-004.000-030.

Existing Zoning: R-2.

Petition: For a Special Use for a home workshop/business for a woodworking business.

Petitioner: Randy E. Trigg & Dianna L. Trigg, Husband & Wife.

Location: West side of Christopher Dr., 220 ft. south of Suburban Dr., east of CR 17, in Washington Township.

Site Description:

- Physical Improvement(s) – Residence and accessory structure.
- Proposed Improvement(s) – None.
- Existing Land Use – Residential.
- Surrounding Land Use – Residential, commercial.

History and General Notes:

- **July 1, 2025** – A complaint was made for selling wood crafts (wishing wells, light houses, etc.) in an R-2 zone (CODE-0409-2025).

Staff Analysis:

1. The Special Use will be consistent with the spirit, purpose, and intent of the Development Ordinance. A Special Use for a home workshop/business is allowed in the R-2 zoning district.
2. The Special Use will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 0.43-acre lot in a moderate to dense mixed-use area, and the property will remain residential in character.
3. The Special Use will substantially serve the public convenience and welfare by allowing for local wood craft items.

BZA Staff Report (Continued)

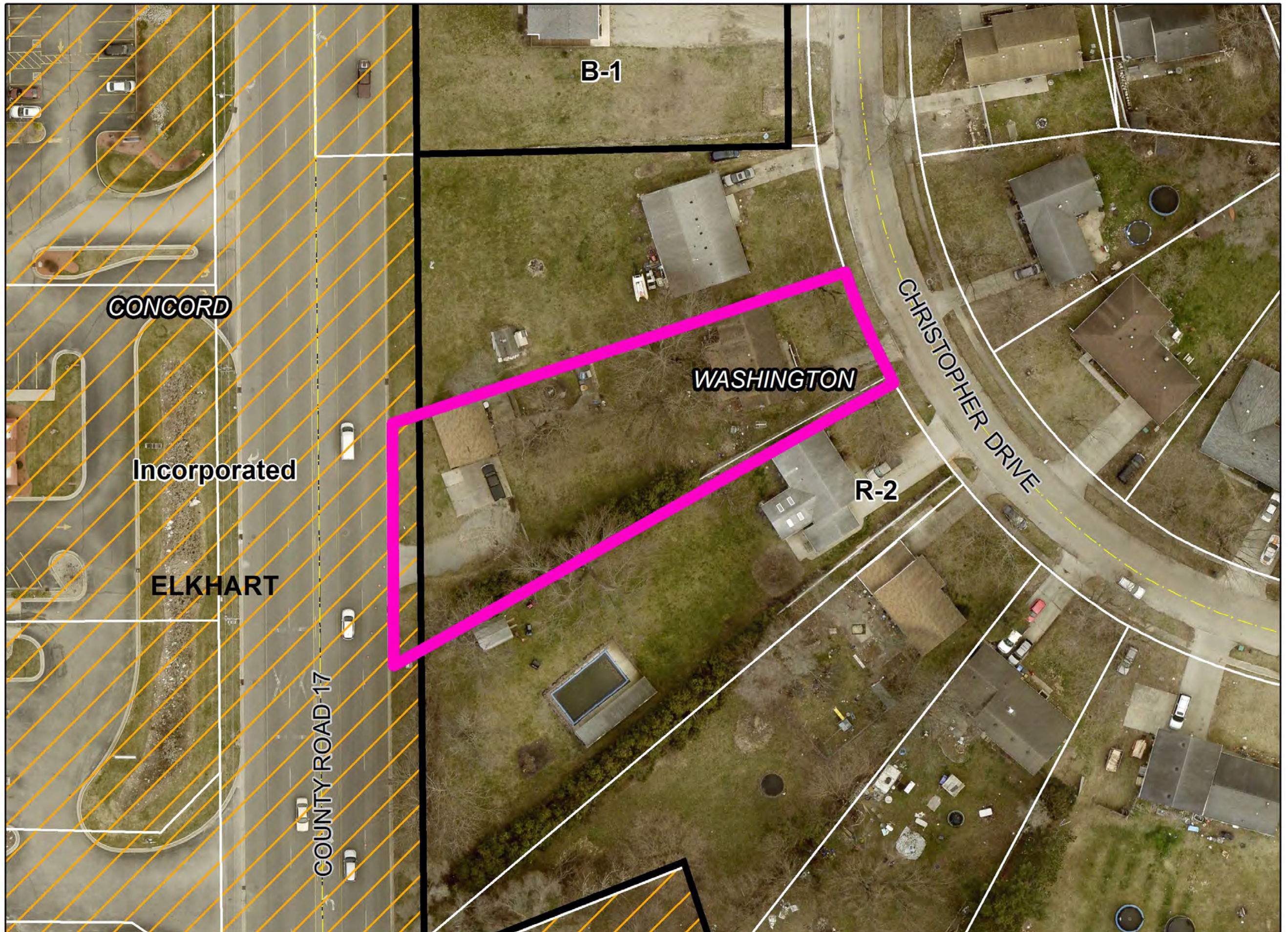
Hearing Date: September 18, 2025

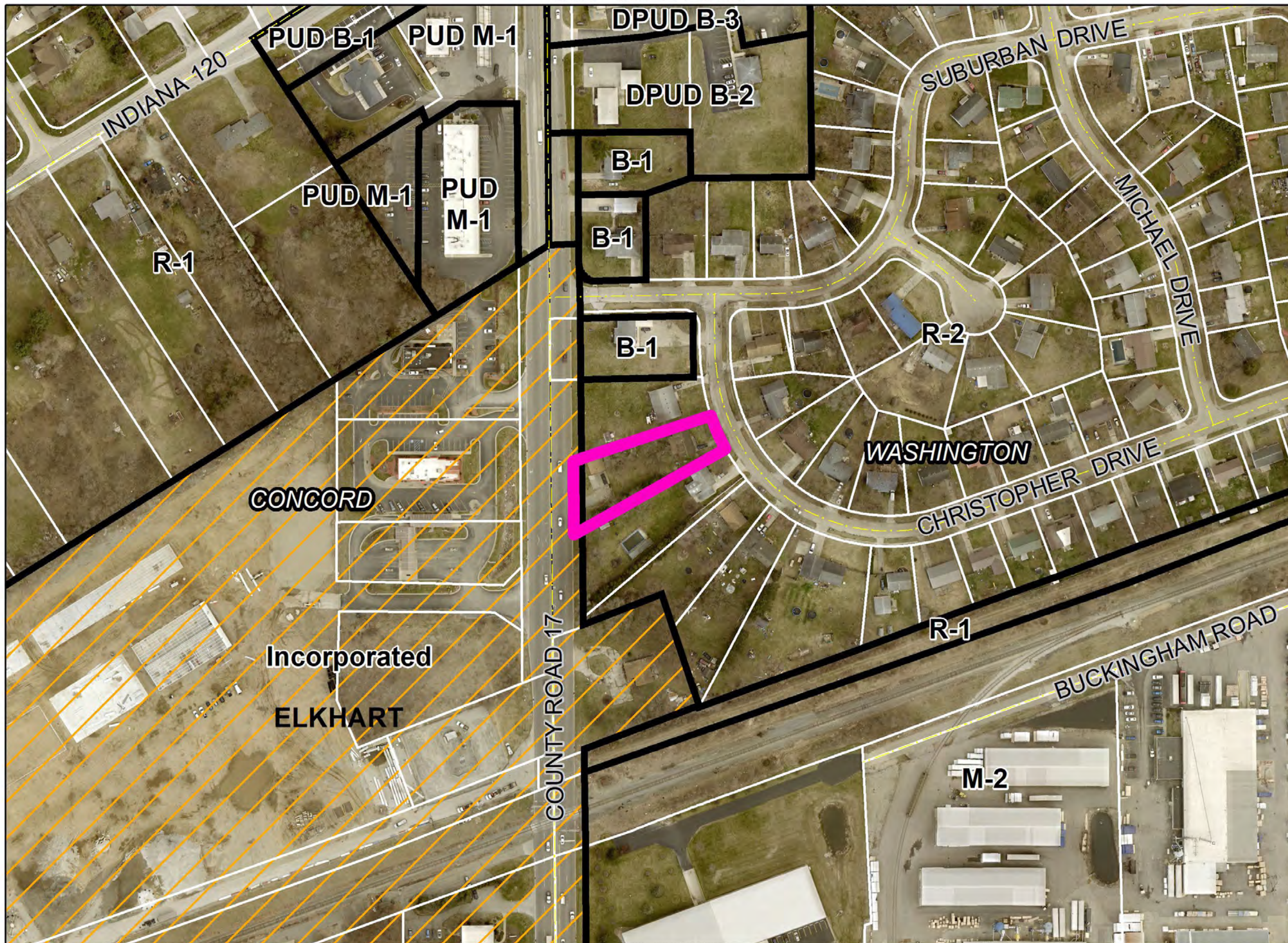
Staff recommends **APPROVAL** with the following condition(s) imposed:

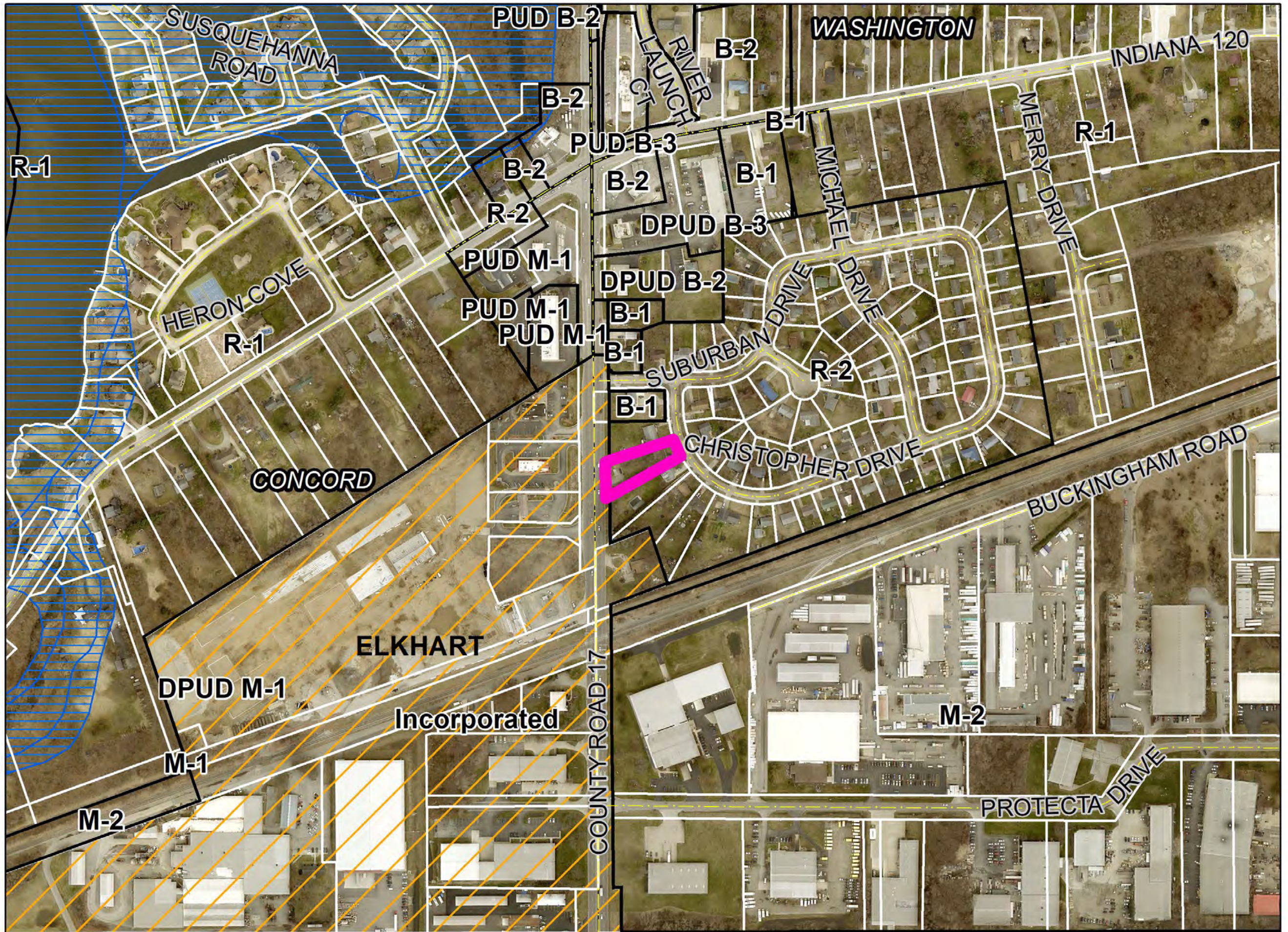
1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

1. The request is approved in accordance with the site plan submitted (dated 8/12/2025) and as represented in the Special Use application.









Subject property facing east



Facing west



Facing north



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Special Use - Non Mobile Home

Elkhart County Planning & Development
Public Services Building

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Date: 08/12/2025 Meeting Date: September 18, 2025
Board of Zoning Appeals Public Hearing Transaction #: SUP-0522-2025

Description: for a Special Use for a home workshop/business for a woodworking business

Contacts: Applicant Land Owner
Joshua Trigg Randy E. Trigg And Dianna
21950 Christopher Dr L. Trigg, Husband And Wife
Elkhart, IN 46516 21950 Christopher Dr
Elkhart, IN 46516

Site Address: 21950 Christopher Dr Parcel Number: 20-03-31-303-004.000-030
Elkhart, IN 46516

Township: Washington
Location: West Side Of Christopher Dr., 490 ft. Southeast Of County Road 17

Subdivision: SUBURBAN ACRES 2ND Lot # 89

Lot Area: 0.43 Frontage: 59.67 Depth: 215.50

Zoning: R-2 NPO List:

Present Use of Property: RESIDENTIAL

Legal Description:

Comments: SEE CODE #0409-2025 FOR SELLING WISHING WELLS FROM RESIDENCE.
RESIDENCE = 1,248 SQ FT X 110% = 1,372 SQ FT, MINUS DETACHED GARAGE AT 720 SQ FT, LEAVES 652 SQ FT
AVAILABLE FOR PERSONAL STORAGE.
THE NORTHWEST CORNER OF THE DETACHED GARAGE IS WITHIN A 10 FT UTILITY EASEMENT.

Applicant Signature: Department Signature:

Application

Site address: 21950 Christopher Dr. Elk, IN.

Parcel number(s): 20-03-31-303-004.000-030

Current property owner

Name: Randy & Dianna Trigg

Address: 21950 Christopher Dr. Elk, IN.

Phone: 574-350-0564 (Randy)

Email: _____

Other party

☐ Agent

☐ Buyer

☐ Land contract purchaser

☐ Lessee

Name: _____

Address: _____

Phone: _____ Email: _____

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: _____

Randy Trigg

Staff Use Only

Description: for a Special Use for a home workshop/business
for a wood working business

Parcel creation date: _____

Subdivision required? ☐ Y ☒ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: _____

Location: N (S) (E) (W) corner (side) end of Christopher Dr
490 ft. N (S) (E) (W) of CR 17
in Washington Township

Frontage: 59.67 Depth: 215.50 Area: .43 acres

Subdivision and lot number, if applicable: Suburban Acres 2nd Lot 89

Present use: Residential

Developmental Variance — Questionnaire

Name: Joshua Trigg

1) Tell us what you want to do. _____

x 2) Tell us why you can't change what you're doing so you don't need a variance. _____
Its already there and I cant move it.

x 3) Tell us why the variance won't hurt your neighbors or the community. _____
It hasnt been harmful in the past

4) Does the property need well and septic? Well: ☐ Y ☐ N Septic: ☐ Y ☐ N
Does the property need a new septic system? ☐ Y ☐ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

5) Does the application include variances to allow for buildings or additions? ☐ Y ☐ N If yes, fill out below.

Building or addition 1 Size and height to the peak: _____
Tell us what you'll use it for. _____

Building or addition 2 Size and height to the peak: _____
Tell us what you'll use it for. _____

Building or addition 3 Size and height to the peak: _____
Tell us what you'll use it for. _____

6) Does the application include a variance for a residence on property with no road frontage? ☐ Y ☐ N
If yes, fill out below.
Is the easement existing? ☐ Y ☐ N If the easement is existing, is it recorded? ☐ Y ☐ N
Tell us who owns (will own) the land under the easement. _____
Tell us how many parcels will use the easement. _____

7) Does the application include variances for signs? ☐ Y ☐ N If yes, fill out below.

Sign 1 Dimensions (length and width): _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width): _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 3 Dimensions (length and width): _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

8) Does the application include a variance for parking spaces? ☐ Y ☐ N
If yes, tell us how many total there will be. _____

9) Tell us anything else you want us to know. _____

Special Use — Questionnaire

Name: Joshua Trigg

1) Tell us what you want to do. Use the garage for woodworking, making wishing wells, Lighthouses and other yard decor items.

2) Tell us why this activity won't hurt your neighbors or the community. No noise or any other issues that would cause a problem.

3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☒ Y ☐ N If yes, fill out below.
Tell us what will create those things. Table saw, Mitre Saw

Tell us how you'll reduce the impact of those things on neighbors. Noise isn't that loud and the dust is contained to the garage area.

5) Will there be buffering (fences, trees, shrubs, mounds)? ☒ Y ☐ N
If yes, tell us about it. Neighbor (Londy) has trees along the entire property line on the South side

6) Does the property need well and septic? Well: ☐ Y ☒ N Septic: ☐ Y ☒ N
Does the property need a new septic system? ☐ Y ☒ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Will the activity use buildings or additions? ☒ Y ☒ N If yes, fill out below.
Building or addition 1 Existing? ☒ Y ☐ N Size and height to the peak: 24'x30' 13'4" Peak
Tell us what you'll use it for. building wishing wells 3 lighthouses

Building or addition 2 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____

Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____

8) Does this application include animals? ☐ Y ☒ N
If yes, tell us what kind and how many of each. _____

Next page ➡

Special Use — Questionnaire

- 9) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☒ Y ☐ N If yes, fill out below.

How many employees do you have now? Full time: 0 Part time: 0

How many employees do you want? Full time: 0 Part time: 0

How many of the employees won't live onsite? 0

What will be the days and hours of operation on this property? usually from 10 a.m.

to 6 or 7 pm. Monday - Sunday, depending on how my back feels.

How many parking spaces do you have now? 4

How many parking spaces do you want? no additional spaces

Will there be outside storage or display areas on this property? ☒ Y ☐ N

If yes, tell us what will be stored outside or displayed. the projects that I build, wishing wells, lighthouses etc. All put away every day.

Will there be retail sales on this property? ☒ Y ☐ N

If yes, tell us what will be sold. wishing wells, lighthouses and other misc yard decor I make.

Approximately how many customers (clients, guests, students, members) will be on this property per day?

0 to 3. Some days nobody stops by, other days a couple people might stop by.

Will there be pickups or deliveries on this property? ☒ Y ☐ N If yes, fill out below.

Tell us how often. only when they buy something

Tell us the kind of vehicles used. Cars & trucks, nothing commercial or industrial

Does the application include signs? ☒ Y ☐ N If yes, fill out below.

Sign 1 Dimensions (length and width). 12" x 19" (taken in every day)

Existing? ☒ Y ☐ N Double faced? ☒ Y ☐ N

Electronic message board? ☐ Y ☒ N If no, lighted? ☐ Y ☒ N

Freestanding? ☒ Y ☐ N Wall mounted? ☐ Y ☒ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 10) Tell us anything else you want us to know. I have many body issues that

prevent me from working full time/part time. I'm

trying to help myself and my family. This is

honestly the only thing my body can handle.

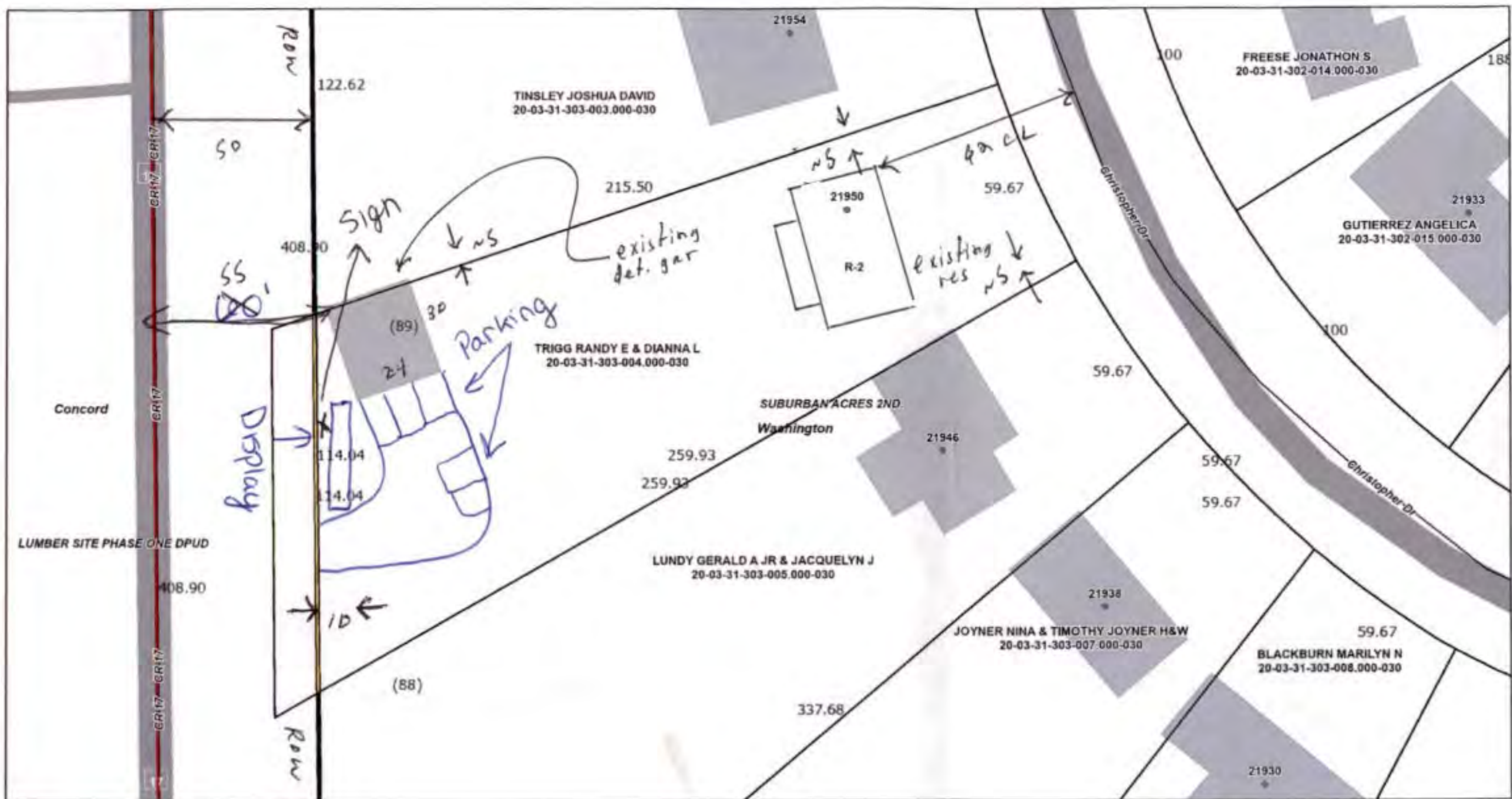
I work for a short time then I rest for a while.

If I can't do this then I will need to sign up

for disability, that is something I am trying

to avoid. I'd rather work but I know my

body's limitations.



BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: SUP-0542-2025.

Parcel Number(s): 20-04-21-326-010.000-032, 20-04-21-376-003.000-032, 20-04-21-377-003.000-032, 20-04-21-377-005.000-032 & 20-04-21-377-006.000-032.

Existing Zoning: A-1.

Petition: For an amendment to an existing Special Use for a school to add property and to allow for an electronic message board and for a Developmental Variance to allow for an electronic message board within 300 ft. of a residence.

Petitioner: Middlebury Community Schools.

Location: Northwest corner of SR 120 & CR 35, in York Township.

Site Description:

- Physical Improvement(s) – School.
- Proposed Improvement(s) – Replacement monument sign with electronic message board.
- Existing Land Use – School.
- Surrounding Land Use – Residential, agricultural.

History and General Notes:

- **October 18, 1979** – The BZA approved a Special Use for two mobile classrooms.
- **February 17, 1983** – The BZA approved a Special Use for an existing school, additions, and accessory uses and a 10 ft. front yard variance to allow a renovation.

Staff Analysis:

For an amendment to an existing Special Use for a school to add property and to allow for an electronic message board, staff finds that:

1. The Special Use Amendment will be consistent with the spirit, purpose, and intent of the Development Ordinance. This is an existing Special Use for a school.
2. The Special Use Amendment will not cause substantial and permanent injury to the appropriate use of neighboring property. This is a 12.91-acre property in a low-density area. The new sign will replace a nonconforming sign that is in the SR 120 right-of-way, and the property added since 1983 is for low-intensity accessory uses such as parking and recreation.
3. The Special Use Amendment will substantially serve the public convenience and welfare by providing for a communication tool commonly used by schools.

BZA Staff Report (Continued)

Hearing Date: September 18, 2025

Staff recommends **APPROVAL** with the following condition(s) imposed:

1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

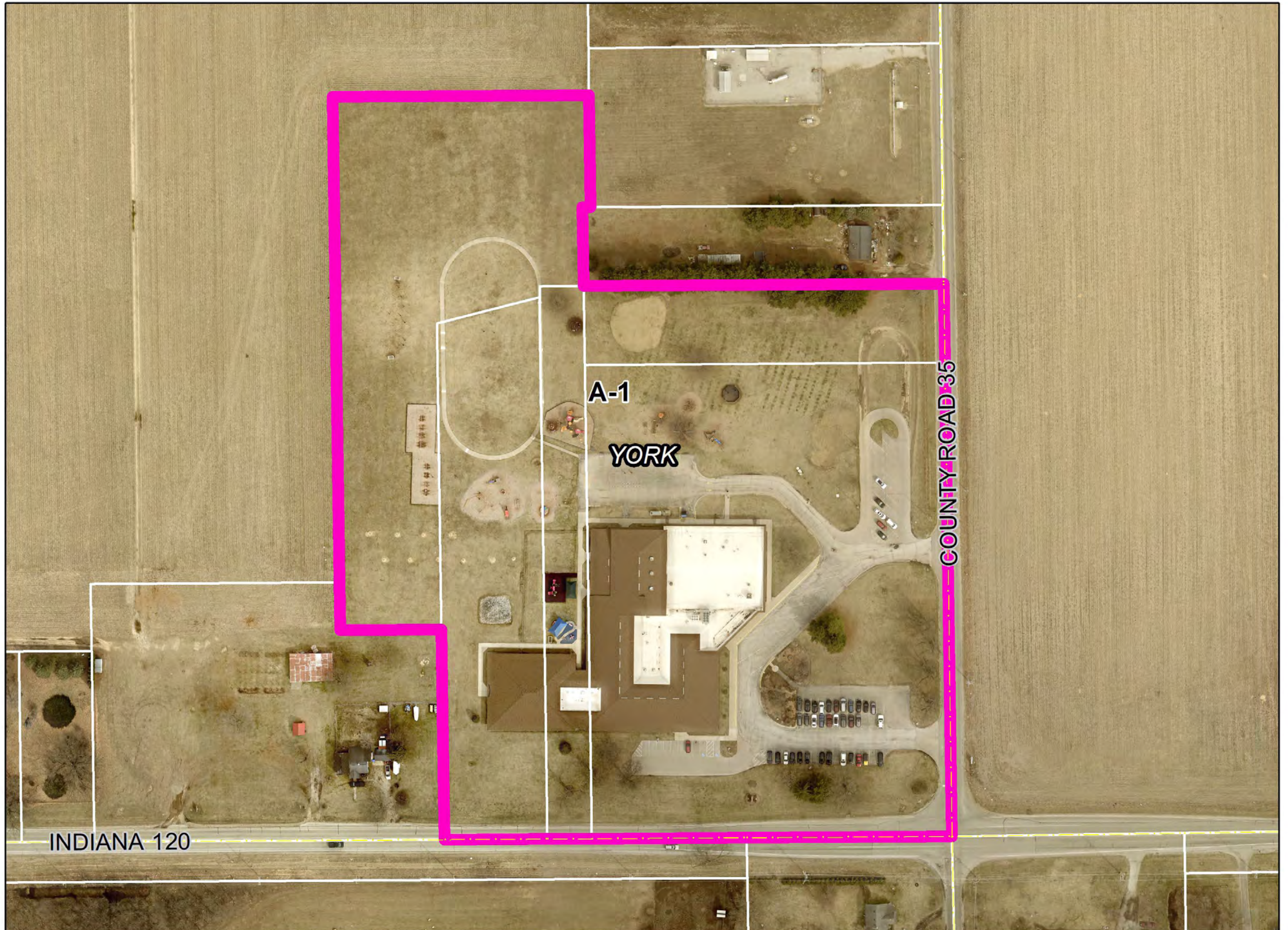
1. The request is approved in accordance with the site plan submitted (dated 8/22/2025) and as represented in the Special Use Amendment application.

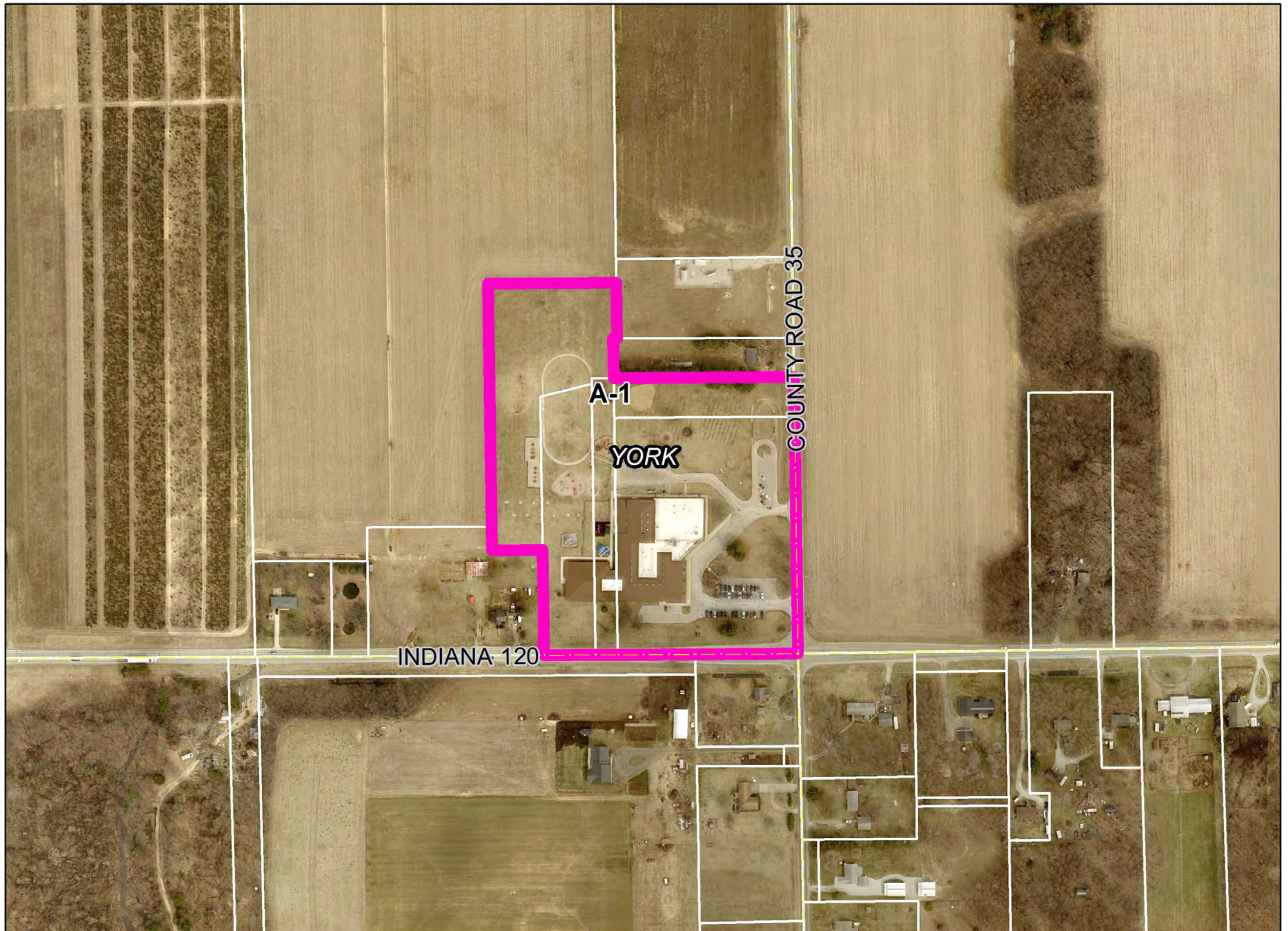
For a Developmental Variance to allow for an electronic message board within 300 ft. of a residence, staff finds that:

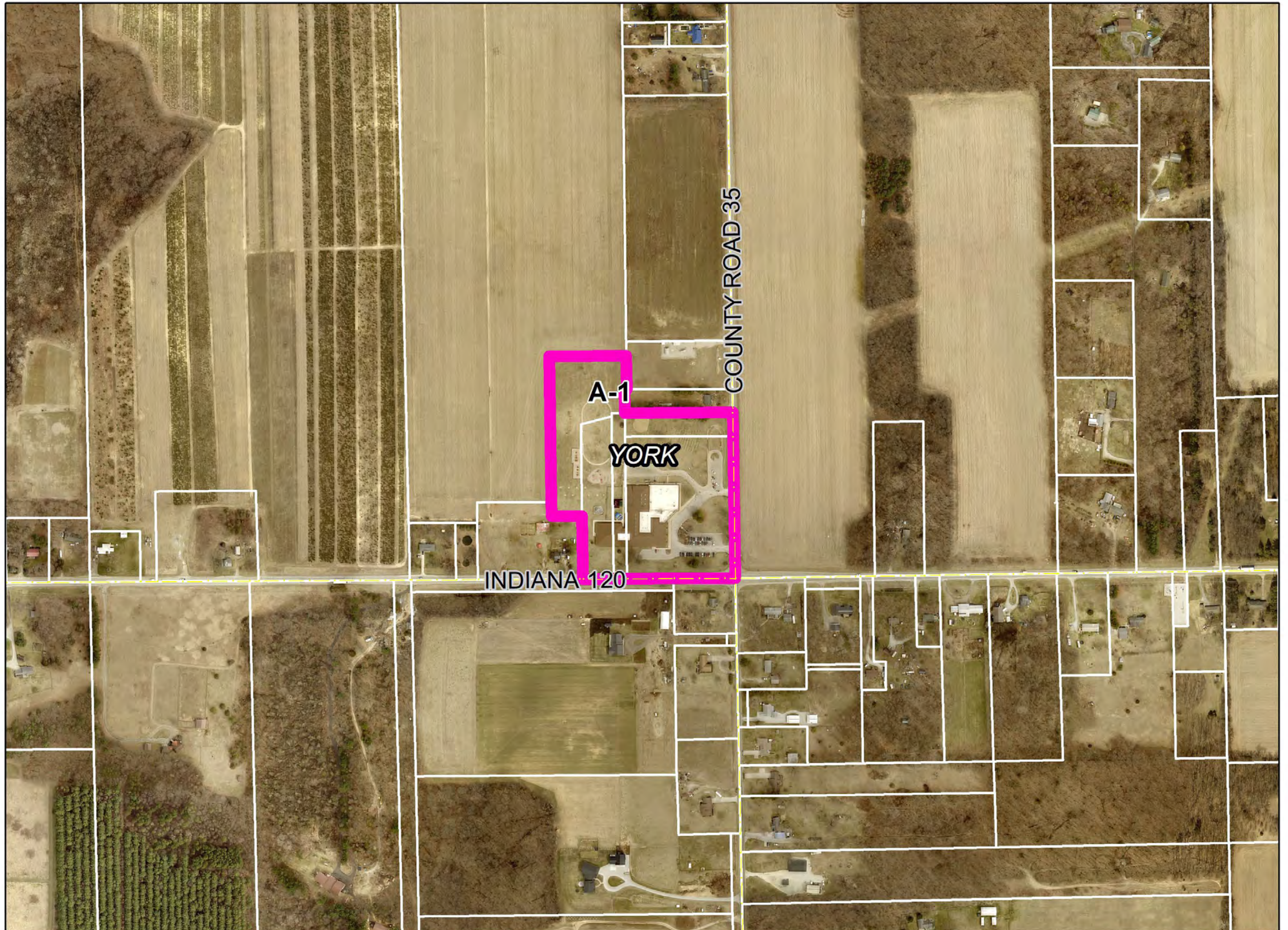
1. Approval of the request will not be injurious to public health, safety, morals, or general welfare. Electronic message boards must meet state brightness standards.
2. Approval of the request will not cause substantial adverse effect on neighboring property. This is a 12.91-acre property in a low-density area north of Middlebury, and only one home is within 300 ft. of the proposed sign location.
3. Strict application of the terms of the Development Ordinance would result in an unnecessary hardship in the use of the property. Strict application would prevent a communication tool commonly used by schools and similar uses.

Staff recommends **APPROVAL** with the following condition(s) imposed:

1. A variance from the developmental standards of the Development Ordinance is void unless an Improvement Location Permit is issued within 180 calendar days from the date of the grant and construction work completed within 1 year from the date of the issuance of the building permit (where required).
2. The request is approved in accordance with the site plan submitted (dated 8/22/2025) and as represented in the Developmental Variance application.









Subject property



Facing west



Facing east



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Special Use Amendment - Non Mobile Home

**Elkhart County Planning & Development
Public Services Building**

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Date: 08/18/2025 Meeting Date: September 18, 2025
Board of Zoning Appeals Public Hearing Transaction #: SUP-0542-2025

Description: for an Amendment to an existing Special Use for a school to add property and to allow for an electronic message board and for a Developmental Variance to allow for an electronic message board within 300 ft. of a residence

Contacts: <u>Applicant</u>	<u>Authorized Agent</u>	<u>Land Owner</u>
Professional Permits	Professional Permits	Middlebury Community
58171 Dragonfly Ct	58171 Dragonfly Ct	Schools
Osceola, IN 46561	Osceola, IN 46561	56853 Northridge Dr
		Middlebury, IN 46540

Site Address: 13549 State Road 120 Bristol, IN 46507	Parcel Number: 20-04-21-326-010.000-032 20-04-21-376-003.000-032 20-04-21-377-003.000-032 20-04-21-377-005.000-032 20-04-21-377-006.000-032
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Township: York
Location: North Side Of Sr 120, Corner of SR 120 & CR 35

Subdivision:	Lot #
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Lot Area: 12.91	Frontage: 1,299.00	Depth: 670.00
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Zoning: A-1, A-1	NPO List:
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Present Use of Property: COMMUNITY SCHOOLS

Legal Description:

Comments: APPLICANT ADVISED NEED DEED FOR PARCEL 20-04-21-377-005.000-032
APPLICANT ADVISED NEED REVISED SITE PLAN SHOWING ALL PARCELS
SEE 79-173-SU
SEE 83-16-SU

Applicant Signature:	Department Signature:
----------------------	-----------------------

Application

Site address: York Elementary School 13549 SR 120 Middlebury, IN

Parcel number(s): 20-04-21-377-006.000-032

Current property owner

Name: Middlebury Community Schools

Address: 56853 Northridge Dr Middlebury, IN 46540

Phone: 574-825-9425

Email: palmerj@mcsin-k12.org

Other party

☒ Agent

☐ Buyer

☐ Land contract purchaser

☐ Lessee

Name: Professional Permits % Garry Potts

Address: 58171 Dragonfly Court Osceola IN 46561

Phone: 574-229-0635

Email: gpotts@professionalpermits.com

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning

Signature of current property owner or authorized agent: 

Staff Use Only

Description: _____

Parcel creation date: _____

Subdivision required? ☐ Y ☐ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: _____

Location: N S E W corner side end of _____ ,
_____ ft. N S E W of _____ ,
in _____ Township

Frontage: _____ Depth: _____ Area: _____ acres

Subdivision and lot number, if applicable: _____

Present use: _____

Special Use — Questionnaire

Name: York Elementary School

- 1) Tell us what you want to do. we are replacing our freestanding sign and adding an electronic message board
electronic message board instead of a manual message board
- 2) Tell us why this activity won't hurt your neighbors or the community. It is a sign upgrade that allows
us to update our message from a computer inside the school rather than changing letters on a
manual sign in inclement weather and allows for instant messaging to the community.
- 3) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
If yes, does the subdivision have an active homeowners' association? ☐ Y ☒ N
- 4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N If yes, fill out below.
Tell us what will create those things. _____

Tell us how you'll reduce the impact of those things on neighbors. _____

- 5) Will there be buffering (fences, trees, shrubs, mounds)? ☐ Y ☒ N
If yes, tell us about it. _____

- 6) Does the property need well and septic? Well: ☐ Y ☐ N Septic: ☐ Y ☐ N
Does the property need a new septic system? ☐ Y ☐ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N
- 7) Will the activity use buildings or additions? ☐ Y ☒ N If yes, fill out below.
Building or addition 1 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
Building or addition 2 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
- 8) Does this application include animals? ☐ Y ☒ N
If yes, tell us what kind and how many of each. _____

Next page ➡

Special Use — Questionnaire

- 9) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☒ Y ☐ N If yes, fill out below.

How many employees do you have now? Full time: _____ Part time: _____

How many employees do you want? Full time: _____ Part time: _____

How many of the employees won't live onsite? _____

What will be the days and hours of operation on this property? _____

How many parking spaces do you have now? _____

How many parking spaces do you want? _____

Will there be outside storage or display areas on this property? ☐ Y ☐ N

If yes, tell us what will be stored outside or displayed. _____

Will there be retail sales on this property? ☐ Y ☒ N

If yes, tell us what will be sold. _____

Approximately how many customers (clients, guests, students, members) will be on this property per day? _____

Will there be pickups or deliveries on this property? ☐ Y ☐ N If yes, fill out below.

Tell us how often. _____

Tell us the kind of vehicles used. _____

Does the application include signs? ☒ Y ☐ N If yes, fill out below.

Sign 1 Dimensions (length and width). 9' h x 7'-3" w

Existing? ☒ Y ☐ N Double faced? ☒ Y ☐ N

Electronic message board? ☒ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☒ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 10) Tell us anything else you want us to know. _____

Developmental Variance — Questionnaire

Name: York Elementary School

- 1) Tell us what you want to do. we are replacing our freestanding sign and adding an electronic message board instead of a manual message board
- 2) Tell us why you can't change what you're doing so you don't need a variance. The school corporation desires a standard sign design for all of its schools going forward. Some of the schools are in the differing jurisdictions with differing sets of ordinances. The county requires a variance for the design and the city doesn't
- 3) Tell us why the variance won't hurt your neighbors or the community. It is a sign upgrade that allows us to update our message from a computer inside the school rather than changing letters on a manual sign in inclement weather and allows for instant messaging to the community.
- 4) Does the property need well and septic? Well: ☐ Y ☐ N Septic: ☐ Y ☐ N
Does the property need a new septic system? ☐ Y ☐ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N
- 5) Does the application include variances to allow for buildings or additions? ☐ Y ☐ N If yes, fill out below.
- Building or addition 1** Size and height to the peak: _____
Tell us what you'll use it for. _____
- Building or addition 2** Size and height to the peak: _____
Tell us what you'll use it for. _____
- Building or addition 3** Size and height to the peak: _____
Tell us what you'll use it for. _____
- 6) Does the application include a variance for a residence on property with no road frontage? ☐ Y ☐ N
If yes, fill out below.
Is the easement existing? ☐ Y ☐ N If the easement is existing, is it recorded? ☐ Y ☐ N
Tell us who owns (will own) the land under the easement. _____
Tell us how many parcels will use the easement. _____
- 7) Does the application include variances for signs? ☒ Y ☐ N If yes, fill out below.
- Sign 1** Dimensions (length and width): _____
Existing? ☒ Y ☐ N Double faced? ☒ Y ☐ N
Electronic message board? ☒ Y ☐ N If no, lighted? ☐ Y ☐ N
Freestanding? ☒ Y ☐ N Wall mounted? ☐ Y ☐ N
- Sign 2** Dimensions (length and width): _____
Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N
Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N
Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N
- Sign 3** Dimensions (length and width): _____
Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N
Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N
Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N
- 8) Does the application include a variance for parking spaces? ☐ Y ☒ N
If yes, tell us how many total there will be. _____
- 9) Tell us anything else you want us to know. _____

MIDDLEBURY COMMUNITY SCHOOLS

Date: August 18, 2025

Elkhart County Board of Zoning Appeals
4230 Elkhart Road
Goshen, IN 46526

RE: Middlebury Community Schools (York Elementary) 13549 IN-120 Middlebury, IN 46507

I, Jeff Palmer, acknowledge Premiere Signs as well as their agent, Professional Permits, and subcontractors to act on my behalf and execute all necessary municipal documents specific to the property located at 13549 IN-120 Middlebury, IN 46507. This authorization also acknowledges the acting agents to sign all necessary sign variance and special use amendment applications, sign permit applications, and perform sign installations at the project site listed above.

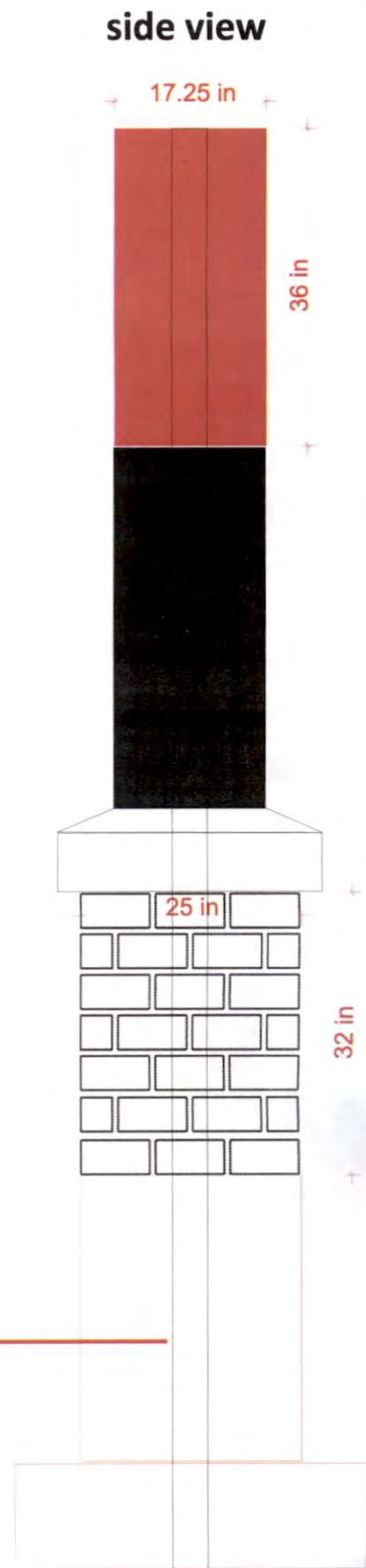
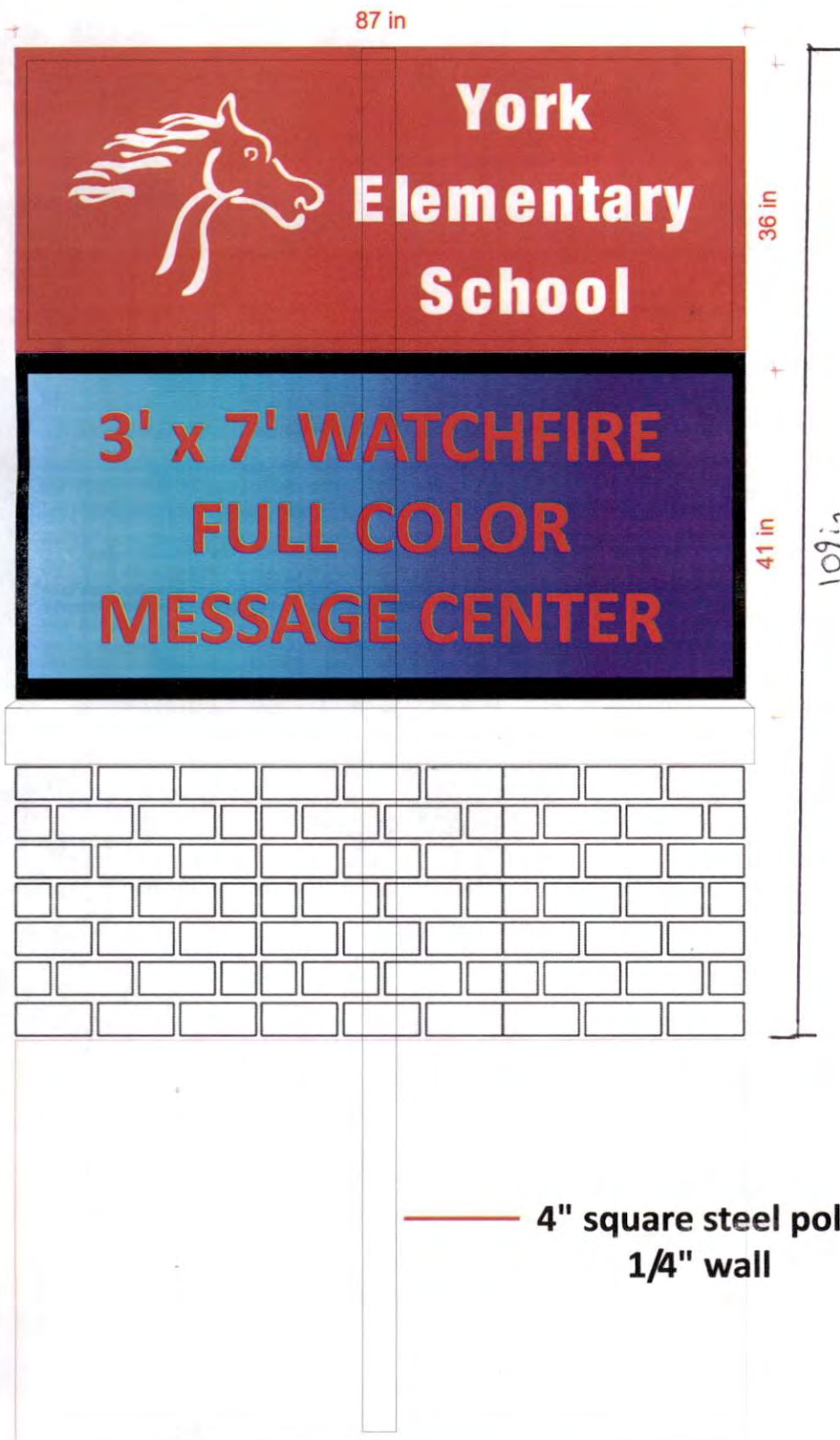
Signature: 

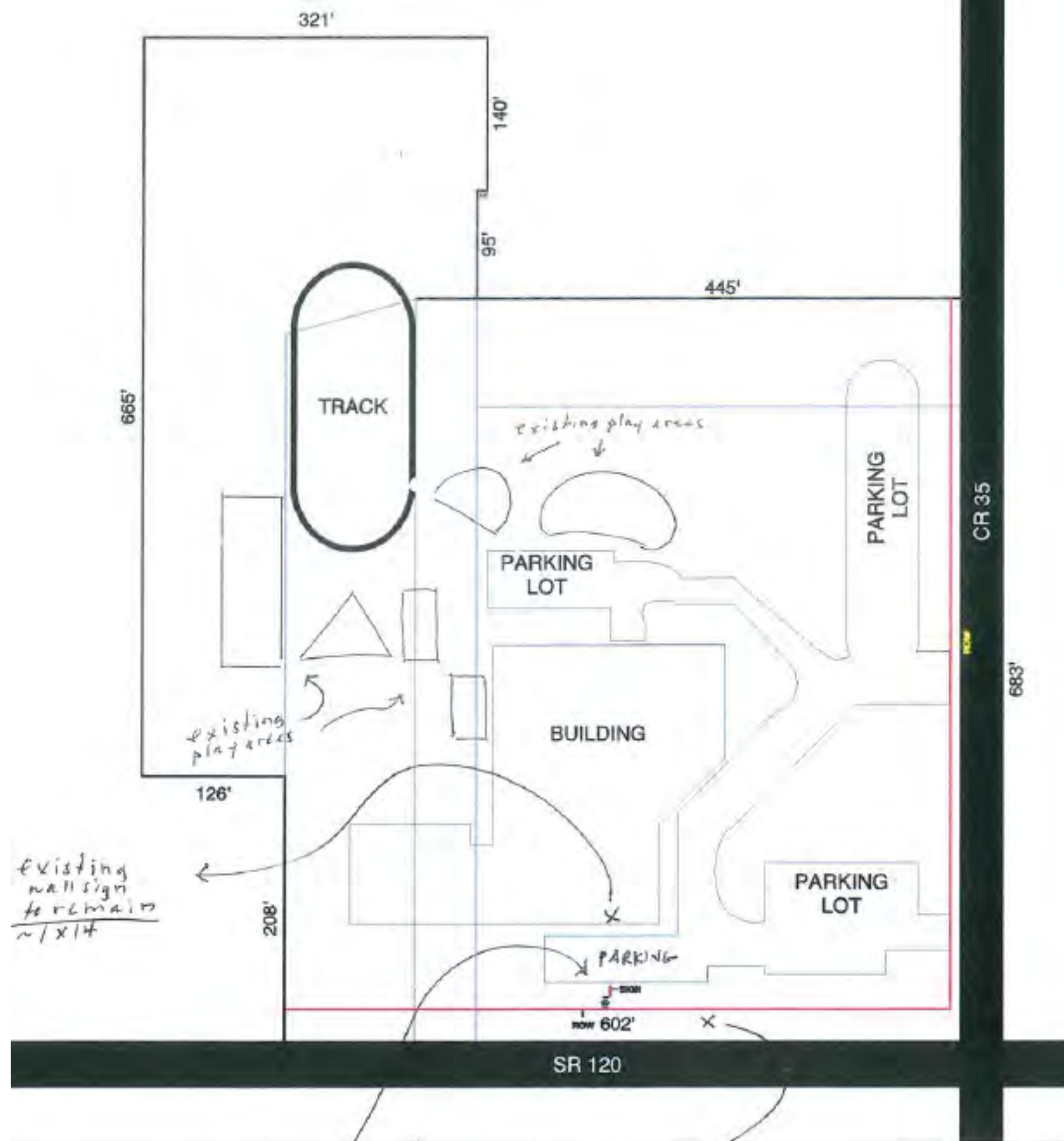
Title: Director of Buildings and Grounds

Date: 8/18/2025



Administration Center: 56853 Northridge Drive, Middlebury, Indiana 46540
Phone: (574) 825-9425 • Fax: (574) 825-9426 • Web: www.mcsin-k12.org





proposed monument
 top fixed message illuminated 3x7.25
 center EME 3x7
 9' OAH
 10 ft. setback from right-of-way line

existing monument
 to be removed
 ~8x4
 ~9' OAH

BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: UV-0525-2025.

Parcel Number(s): 20-15-16-251-005.000-018.

Existing Zoning: R-1.

Petition: For an amendment to an existing Use Variance for an office building to allow for a building addition.

Petitioner: Redbud Holdings LLC.

Location: West side of CR 23, 985 ft. north of CR 146, in Jackson Township.

Site Description:

- Physical Improvement(s) – Commercial building.
- Proposed Improvement(s) – Addition to commercial building.
- Existing Land Use – Commercial.
- Surrounding Land Use – Residential, agricultural.

History and General Notes:

- **November 19, 2009** – The BZA approved a Special Use for a home workshop/business for a bulk food store (Specifications F - #45) and a Developmental Variance to allow the total square footage of accessory structures to exceed the total square footage in the primary structure.
- **July 16, 2015** – The BZA approved a Use Variance for an existing bulk food store in an R-1 district.
- **May 19, 2016** – The BZA approved amendments to an existing use variance for a bulk food store in an R-1 district to change (1) operation hours and (2) employee number and hours on the property (UV-0129-2016).
- **July 18, 2019** – The BZA approved a Use Variance for an office building (UV-0411-2019).

Staff Analysis:

1. The request will not be injurious to the public health, safety, morals, and general welfare of the community. A mixed residential & commercial use was previously approved on this property in 2009 and a standalone commercial use in 2015.
2. The use and value of the area adjacent to the subject property will not be affected in a substantially adverse manner. The proposed office use is a less intense commercial use and has existed without complaints since 2019.

BZA Staff Report (Continued)

Hearing Date: September 18, 2025

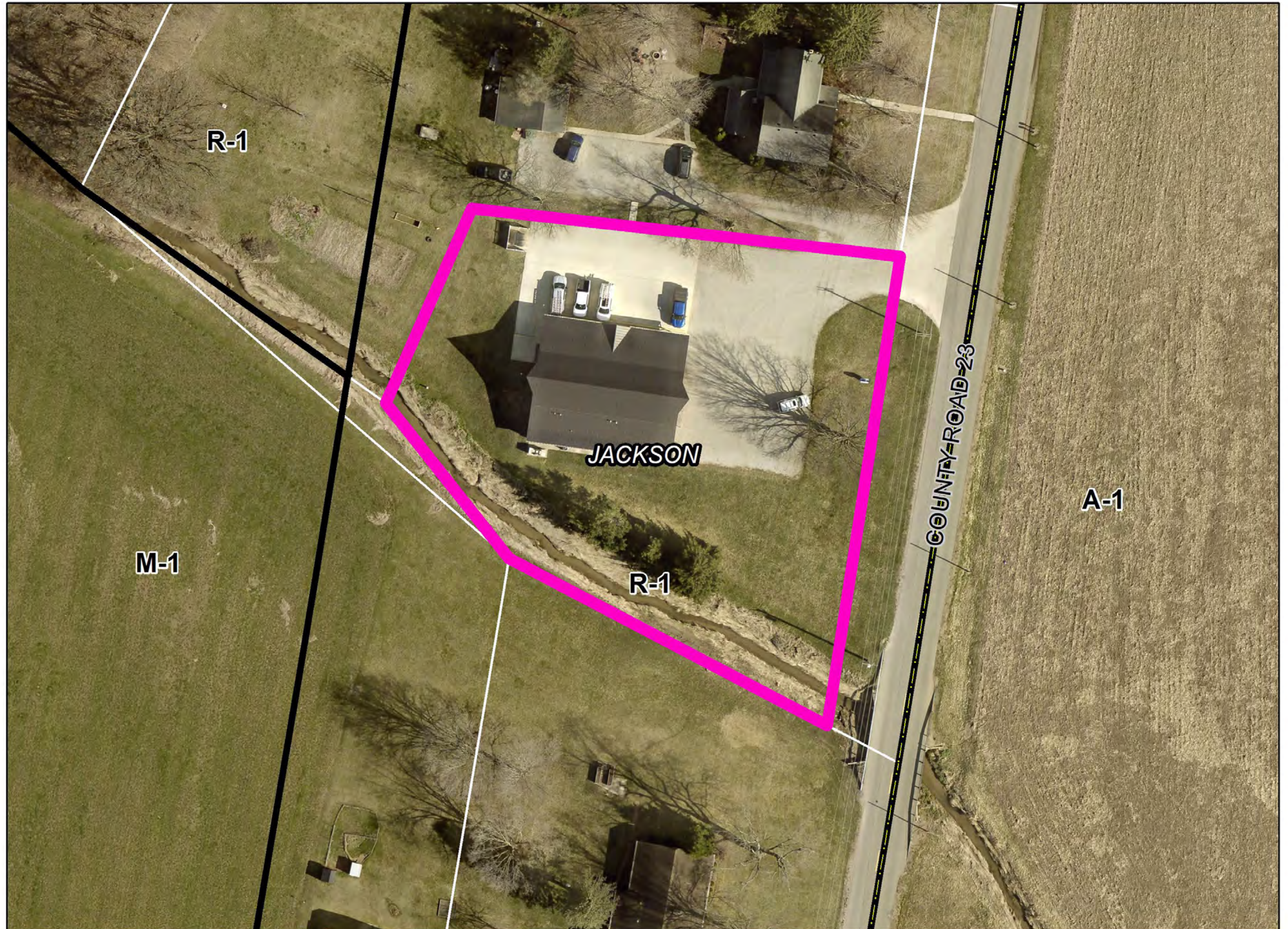
3. A need for the Use Variance Amendment does arise from a condition that is peculiar to the property involved. The current situation is a result of a subdivision that was previously approved, and the property has not been residential since 2015.
4. Strict enforcement of the terms of the Development Ordinance would constitute an unnecessary hardship if applied to the subject property. This is an existing commercial building that was part of an approved Use Variance.
5. The Use Variance Amendment does not interfere substantially with the Elkhart County Comprehensive Plan. The plan states that the redevelopment and reuse of commercial and industrial sites should be encouraged.

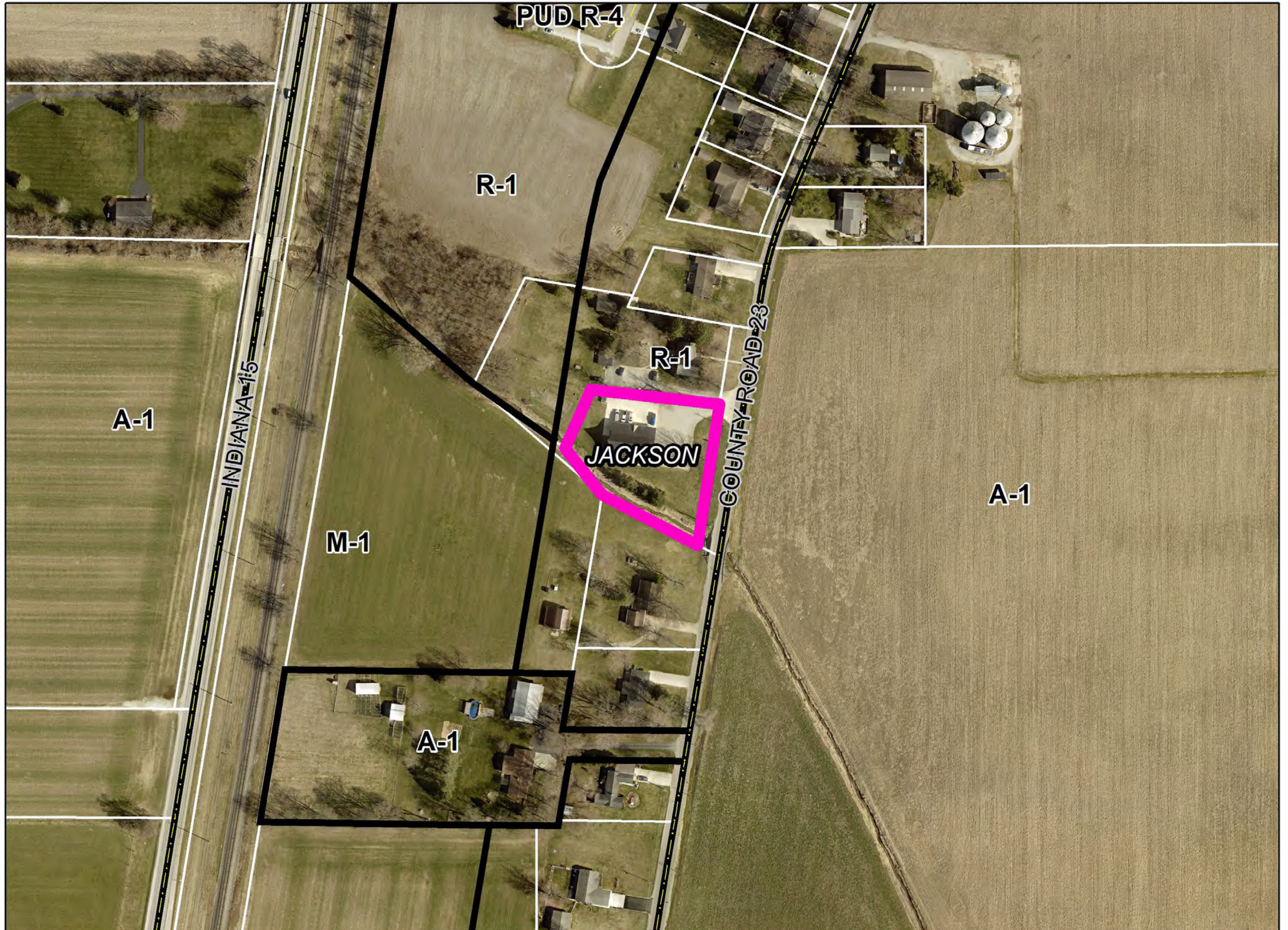
Staff recommends **APPROVAL** with the following condition(s) imposed:

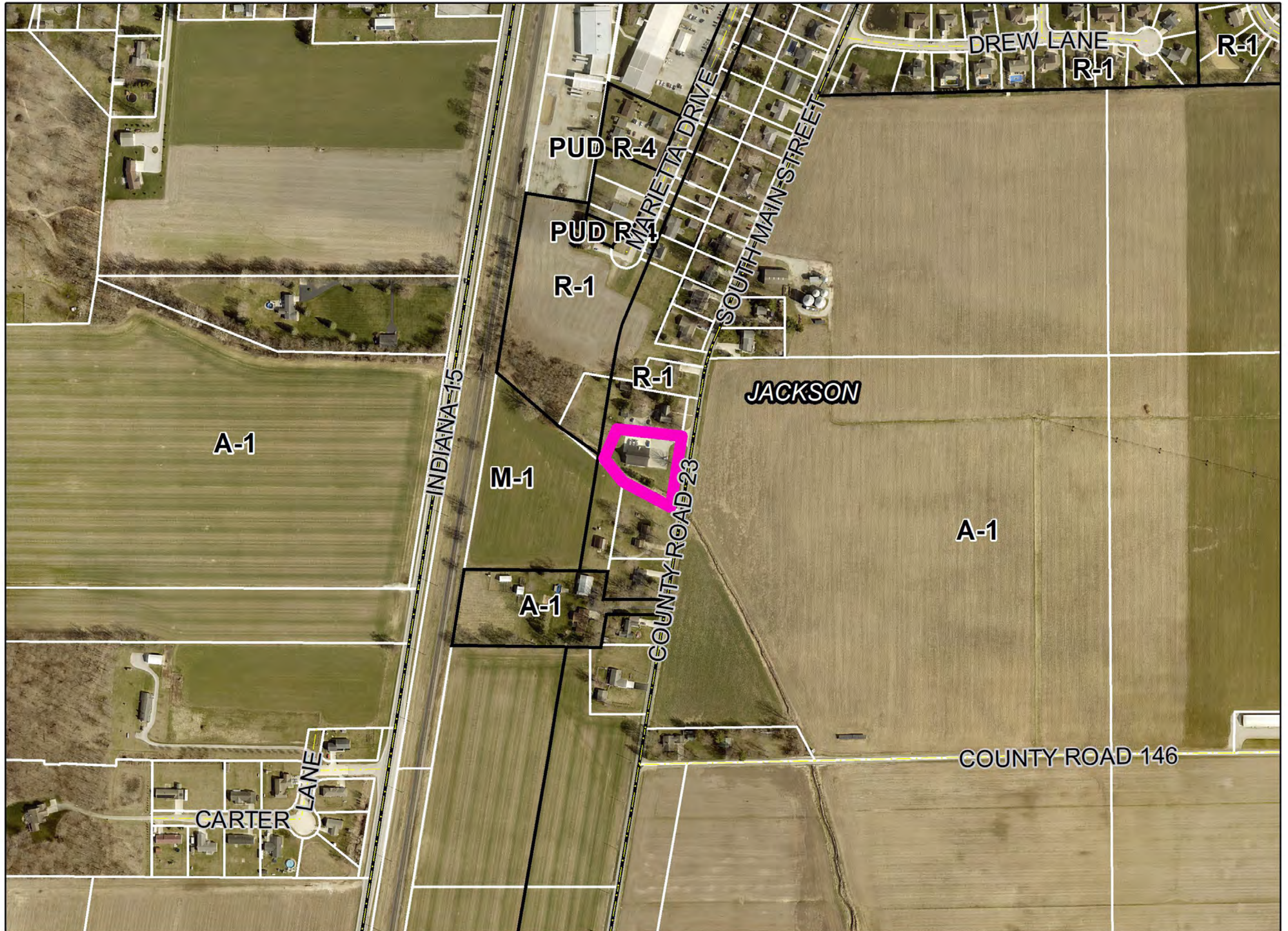
1. The Elkhart County Advisory Board of Zoning Appeals approval shall not be effective until the Commitment form has been executed, recorded, and returned to the Elkhart County Advisory Board of Zoning Appeals staff for placement in the petition file.

Staff recommends **APPROVAL** with the following commitment(s) imposed:

1. The request is approved in accordance with the site plan submitted (dated 8/14/2025) and as represented in the Use Variance Amendment application.
2. Any further property or building expansions will require a rezoning.









Subject property facing west



Facing east



Facing north



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Use Variance - Use Variance

Elkhart County Planning & Development
Public Services Building

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Date: 08/14/2025 Meeting Date: September 18, 2025 Transaction #: UV-0525-2025
Board of Zoning Appeals Public Hearing

Description: for an amendment to an existing Use Variance for an office building to allow for a building addition

Contacts: Land Owner Petitioner
Redbud Holdings Llc Redbud Holdings Llc
11061 W 300 N 11061 W 300 N
Cromwell, IN 46732 Cromwell, IN 46732

Site Address: 69295 County Road 23 Parcel Number: 20-15-16-251-005.000-018
New Paris, IN 46553

Township: Jackson
Location: WEST SIDE OF CR 23, 985 FEET NORTH OF CR 146

Subdivision: NEIGHBORS COUNTRY ACRES MINOR SUB Lot # 1

Lot Area: 0.97 Frontage: 234.90 Depth: 233.00

Zoning: R-1 NPO List:

Present Use of Property:

Legal Description:

Comments: SEE UV-0129-2016
SEE UV-0411-2019
PREVIOUS USE VARIANCE FOR A BULK FOOD STORE IN AN R-1 DISTRICT TO CHANGE (1) OPERATION HOURS
AND (2) EMPLOYEE NUMBER AND HOURS SEE UV-0129-2016. NEEDS TO BE CHANGED TO INACTIVE STATUS.
USE VARIANCE FOR AN AMENDMENT TO EXISTING USE VARIANCE FOR A BULK FOOD STORE IN AN R-1 ZONE
SEE UV-0129-2016
USE VARAINCE FOR A BULK FOOD STORE SEE 69295CR23-150612-1
SPECIAL USE FOR A HOME WORKSHOP BUSINESS FOR BULK FOOD STORE SEE 69295CR23-091012-1

Applicant Signature: Department Signature:

Application

Site address: 69295 CR 23, New Paris, IN 46553
Parcel number(s): 20-15-16-251-005.000-018

Current property owner

Name: Redbud Holdings, LLC Philip A & Diann F Bontrager
Address: 11061 W 300 N Cromwell, IN 46732
Phone: 574-312-5989 Email: pabon06@gmail.com

Other party ☐ Agent ☐ Buyer ☐ Land contract purchaser ☐ Lessee

Name: _____
Address: _____
Phone: _____ Email: _____

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: Philip A. Bontrager

Staff Use Only

Description: amendment to an existing use variance
for an office building to allow for an addition

Parcel creation date: N/A

Subdivision required? ☐ Y ☒ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: N/A

Location: N S E W corner side end of CR 23
985 ft. N S E W of CR 146
in _____ Township

Frontage: 234.9 Depth: 233 Area: .97 acres

Subdivision and lot number, if applicable: NEIGHBORS COUNTRY ACRES MINOR LOT 1

Present use: OFFICE BUILDING

Use Variance — Questionnaire

Name: Redbud Holdings

1) Tell us what you want to do. add a 36' x 42' addition to the west side of existing building.

2) Tell us why your case is different from other cases in the county so that a variance should be allowed.
Bontrager Security (lessee) has doubled in size since moving to Elkhart Co. in 2020. The proposed addition footprint does not significantly impact the neighborhood since there are no houses on the west side.

3) Tell us why the variance won't hurt your neighbors or the community. the addition will be well maintained and be behind the existing building. It will be used for storage of inventory and small equipment.

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N If yes, fill out below.
 Tell us what will create those things. _____

Tell us how you'll reduce the impact of those things on neighbors. _____

5) Will there be buffering (fences, trees, shrubs, mounds)? ☐ Y ☒ N
 If yes, tell us about it. _____

6) Does the property need well and septic? Well: ☐ Y ☒ N Septic: ☐ Y ☒ N
 Does the property need a new septic system? ☐ Y ☒ N
 If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Does what you want to do include buildings or additions? ☒ Y ☐ N If yes, fill out below.

Building or addition 1 Existing? ☐ Y ☐ N Size and height to the peak: 36' x 42' x 27' (H)
 Tell us what you'll use it for. inventory and equipment storage

Building or addition 2 Existing? ☐ Y ☐ N Size and height to the peak: _____
 Tell us what you'll use it for. _____

Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____
 Tell us what you'll use it for. _____

8) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
 If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

9) Does this application include an accessory structure without a residence at this time? ☒ Y ☐ N
 If yes, are there plans for a residence on this property? ☐ Y ☒ N If yes, fill out below.
 Tell us when it will be built. _____
 Tell us the approximate size. _____

10) Does this application include animals? ☐ Y ☒ N
 If yes, tell us what kind and the maximum number of each. _____

Use Variance — Questionnaire

- 11) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☒ Y ☐ N If yes, fill out below.

How many employees do you have now? Full time: 9 Part time: 1

How many employees do you want? Full time: 10 Part time: 1

How many of the employees won't live onsite? all

What will be the days and hours of operation on this property? M-F 7a-5p

How many parking spaces do you have now? 7

How many parking spaces do you want? 7

Will there be outside storage or display areas on this property? ☐ Y ☒ N

If yes, tell us what will be stored outside or displayed. _____

Will there be retail sales on this property? ☐ Y ☒ N

If yes, tell us what will be sold. _____

Approximately how many customers (clients, guests, students, members) will be on this property per day?

One or less

Will there be pickups or deliveries on this property? ☒ Y ☐ N If yes, fill out below.

Tell us how often. daily - Amazon, UPS, FedEx Monthly-large delivery

Tell us the kind of vehicles used. Delivery trucks, occasional semi

Does the application include signs? ☐ Y ☒ N If yes, fill out below.

Sign 1 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

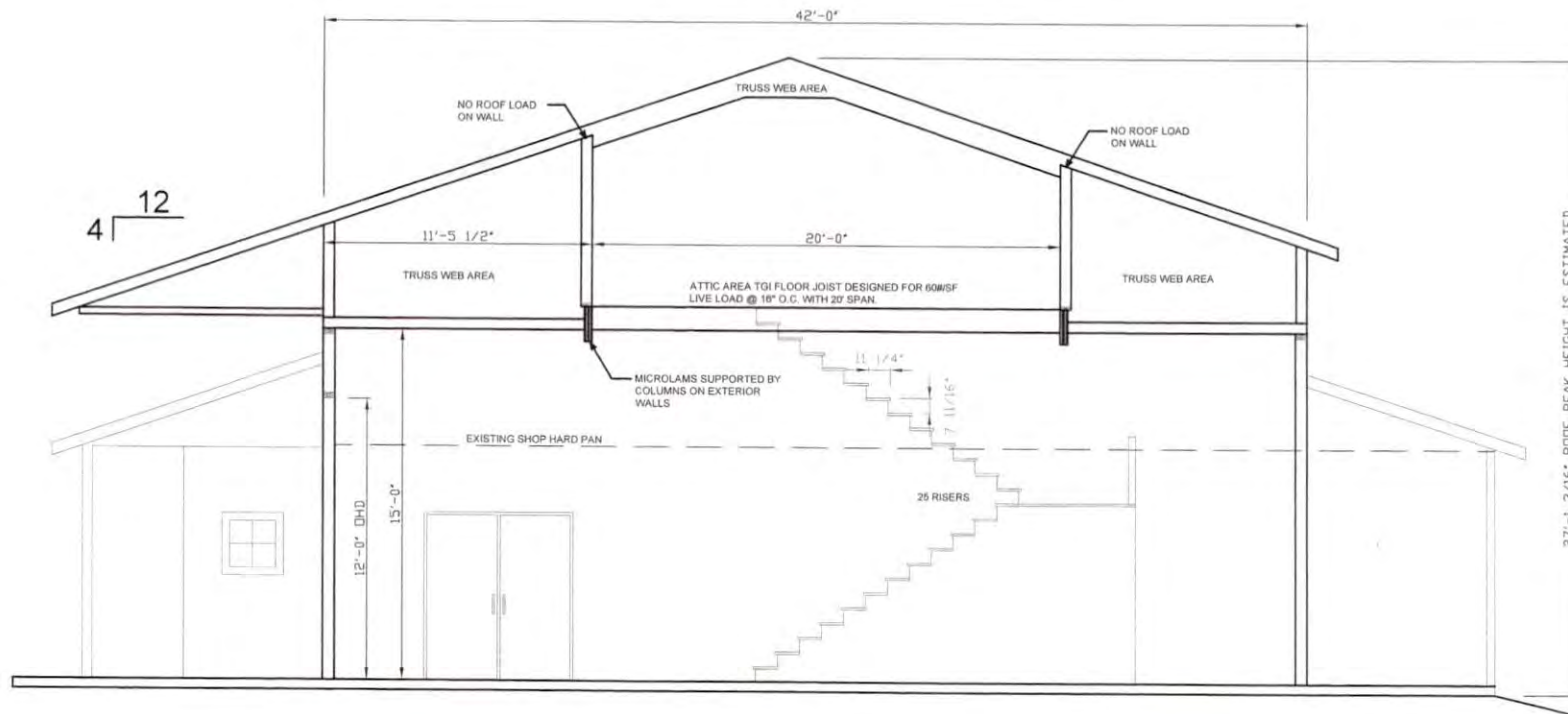
Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

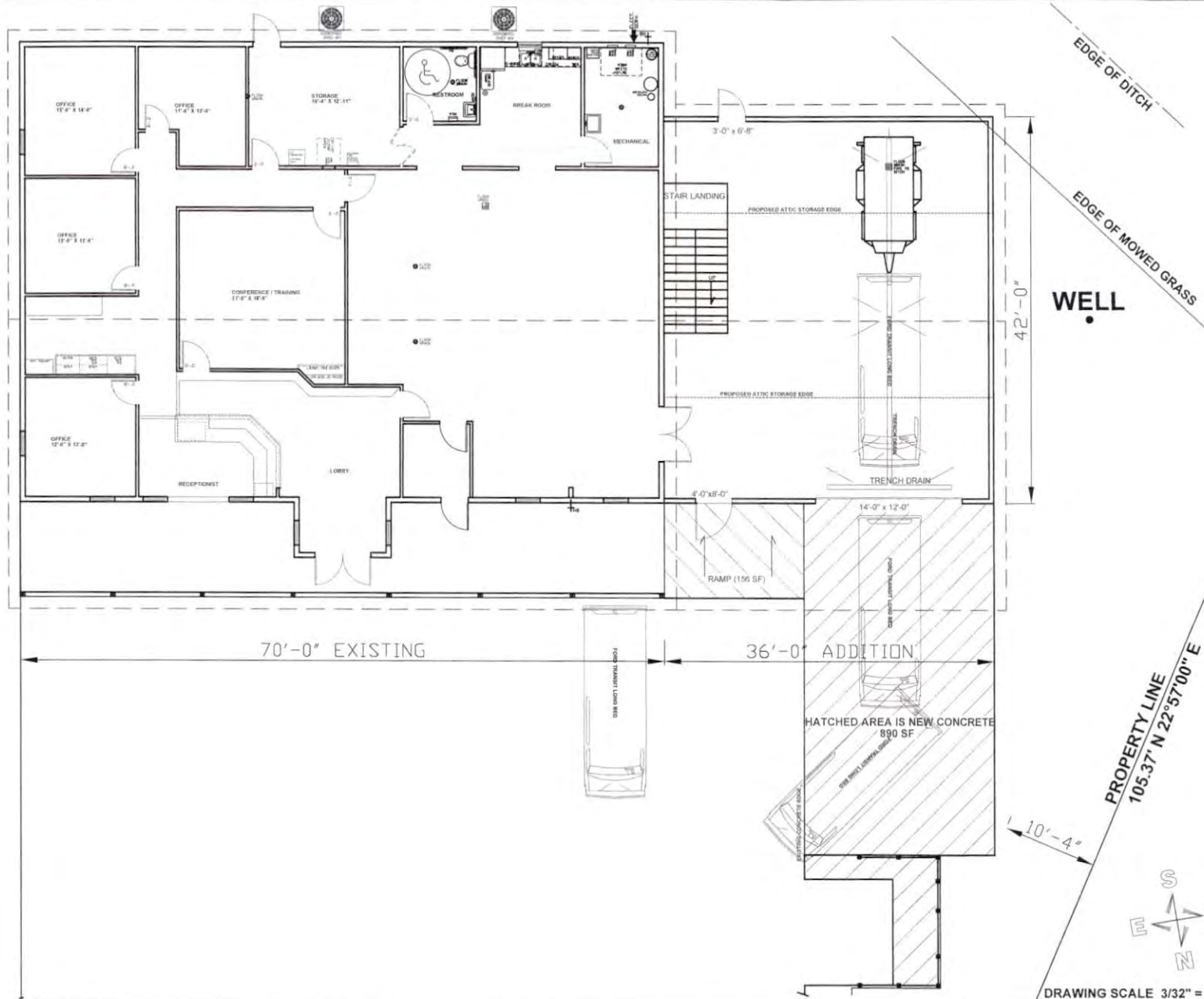
Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 12) Tell us anything else you want us to know. the existing well will need to be moved to allow for addition



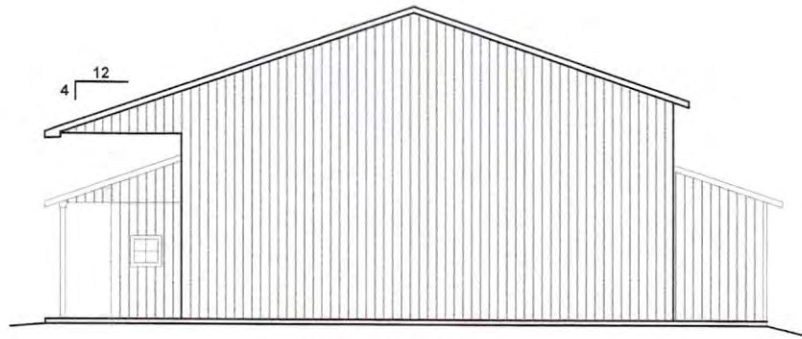
15' CEILING BUILDING SECTION

REVISION DATE	PROJECT	TITLE
6.24.25	BONTRAGER SECURITY SOLUTIONS, LLC 69295 CR 23 NEW PARIS, IN 46553	SHOP ADDITION BUILDING SECTION
DRAW DATE	SHEET	
6.24.25	1 of 1	

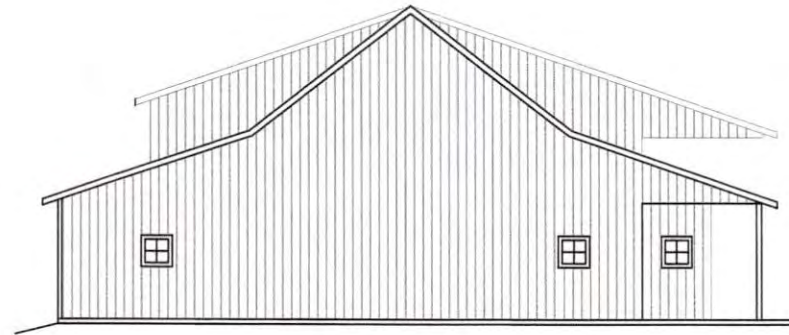


P:\BSS Shop and Office New Paris\NEW PARIS BUILDING INCL PLAT.dwg, 8/11/2025 1:42:35 PM, 0.09375:12

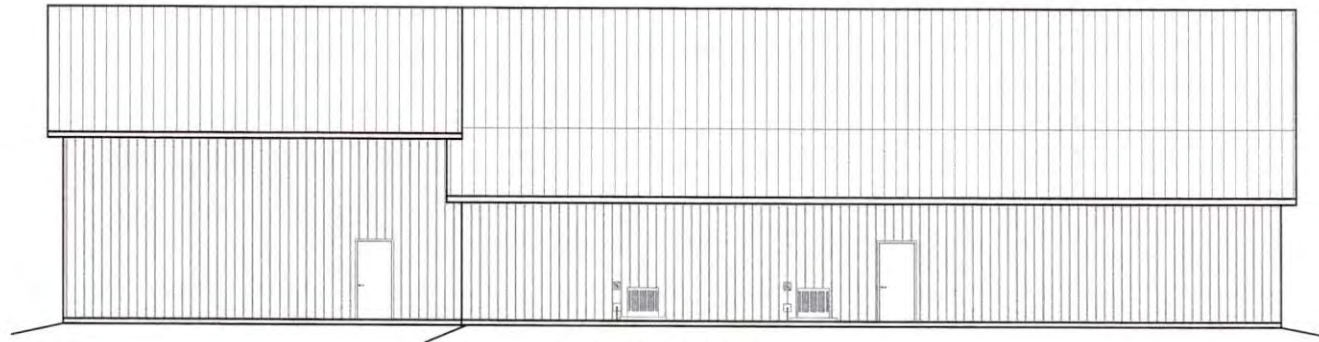
REVISION DATE	PROJECT	TITLE
	BONTRAGER SECURITY SOLUTIONS, LLC	SHOP PLAN SHOWING WEST ADDITION
	69295 CR 23	
	NEW PARIS, IN 46553	
DRAW DATE		
6.24.25		
SHEET		
A.1.1		



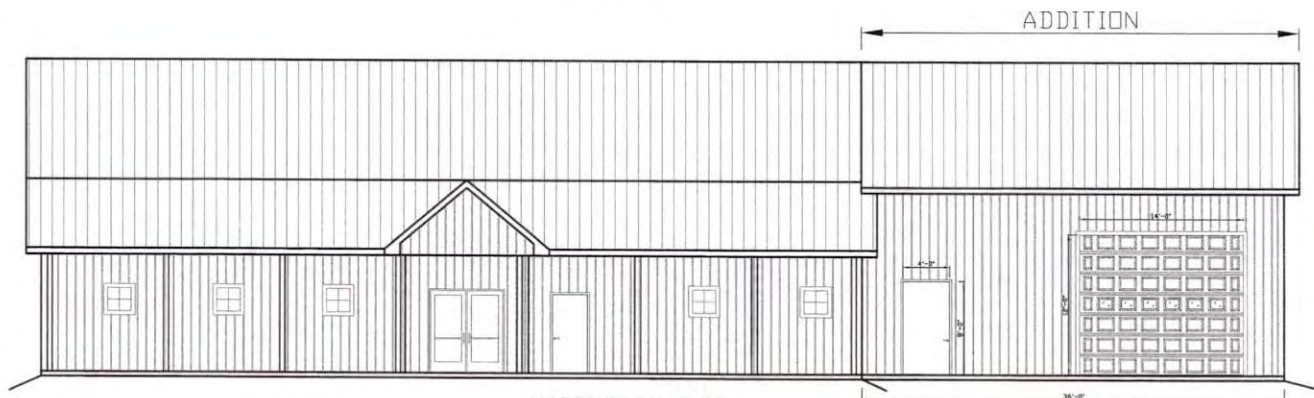
WEST ELEVATION



EAST ELEVATION

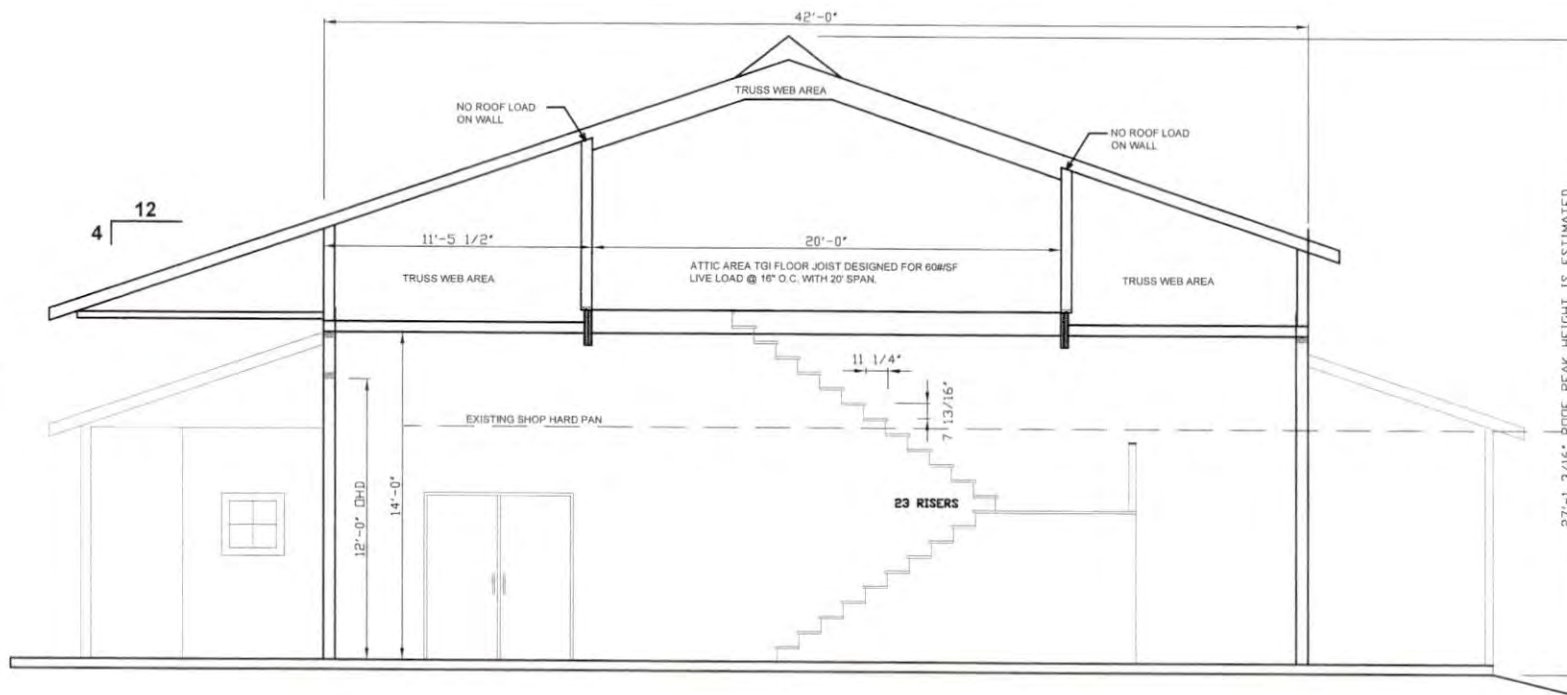


SOUTH ELEVATION



NORTH ELEVATION

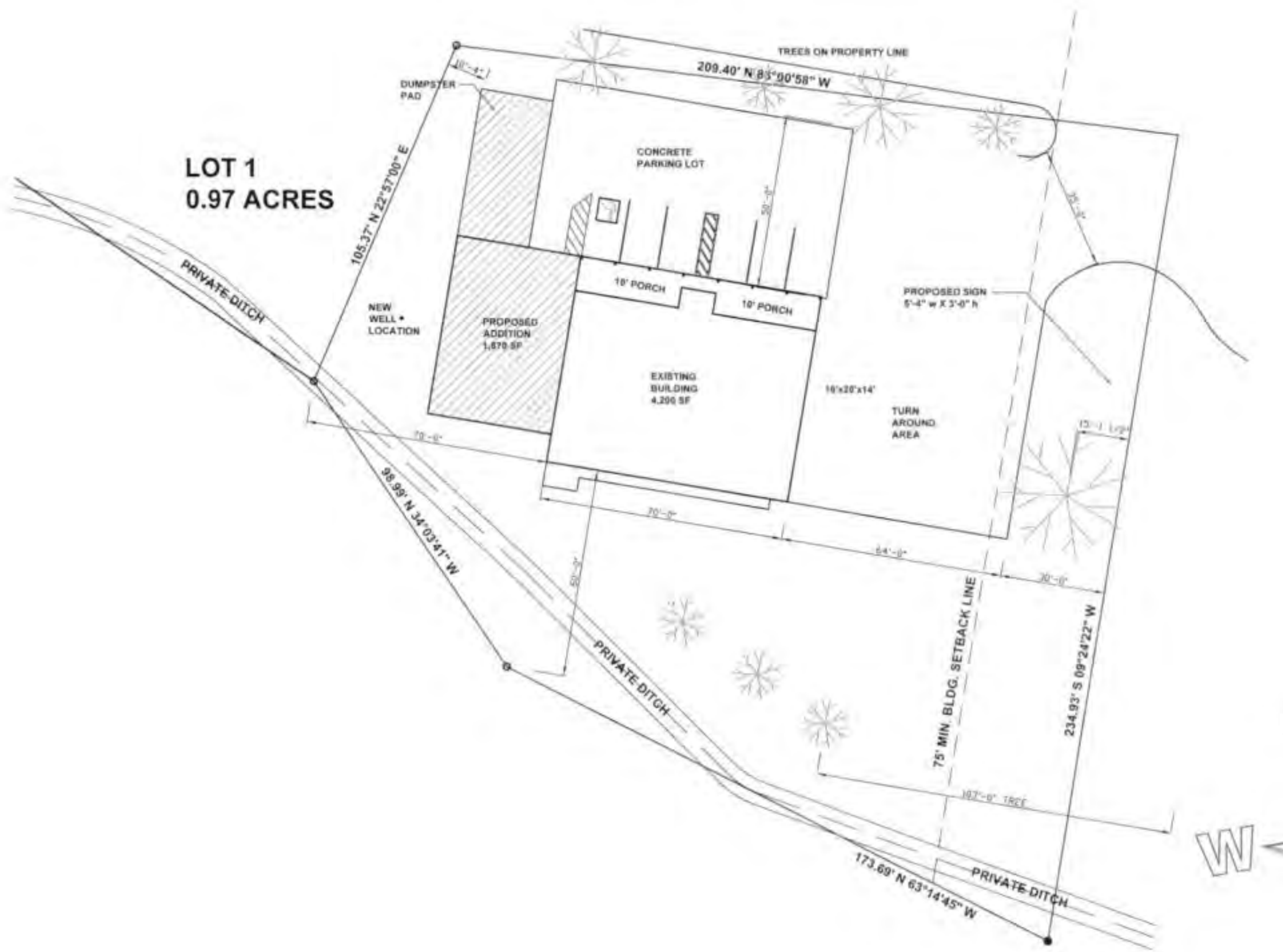
DRAWING SCALE 3/32" = 1'-0"



14' CEILING BUILDING SECTION

REVISION DATE		-	-	-	-
PROJECT		TITLE			
BONTRAGER SECURITY SOLUTIONS, LLC		NEW PARIS, IN 46553			
69295 CR 23		PROPOSED ADDITION BUILDING SECTION			
NEW PARIS, IN 46553		14' CEILING HEIGHT			
DRAW DATE		6.24.25			
SHEET		A1.3			

**LOT 1
0.97 ACRES**



BZA Staff Report

Prepared by the Department of Planning and Development

Hearing Date: September 18, 2025

Transaction Number: UV-0472-2025.

Parcel Number(s): 20-11-25-478-002.000-014.

Existing Zoning: A-1.

Petition: For a Use Variance to allow for the construction of an accessory structure without a residence.

Petitioner: Francisco Ochoa-Valles.

Location: North side of CR 40, 1,160 ft. west of CR 31, in Elkhart Township.

Site Description:

- Physical Improvement(s) – Vacant.
- Proposed Improvement(s) – Accessory structure.
- Existing Land Use – Vacant.
- Surrounding Land Use – Residential, agricultural.

History and General Notes:

- **December 30, 1975** – The Prairie Trails Farm Subdivision plat was recorded showing restrictions that the real estate be used for residential purposes only and that only single-family residences be built. While Elkhart County will not enforce these, the applicant assumes the risk of private action.
- **November 3, 2016** – A primary approval of a replat of lot 1 in Prairie Trails Farm Subdivision to be known as Quezada Prairie Trails Farm Subdivision, a 2-Lot Minor, was applied for (MI-0615-2016).
- It should be noted that the above primary replat was withdrawn by the petitioner, but no date was noted in the system.
- **November 3, 2016** – A 2,170 sq. ft. lot area Developmental Variance to allow for the construction of a residence on proposed lot A (Ordinance requires 20,000 sq. ft.) and a 2,170 sq. ft. lot area Developmental Variance to allow for the construction of a residence on proposed lot B (Ordinance requires 20,000 sq. ft.) were applied for.
- It should be noted that the above Developmental Variances were marked withdrawn on December 20, 2016, since the minor subdivision was withdrawn.
- **August 21, 2025** – The BZA tabled this petition.

Staff Analysis:

Staff finds that:

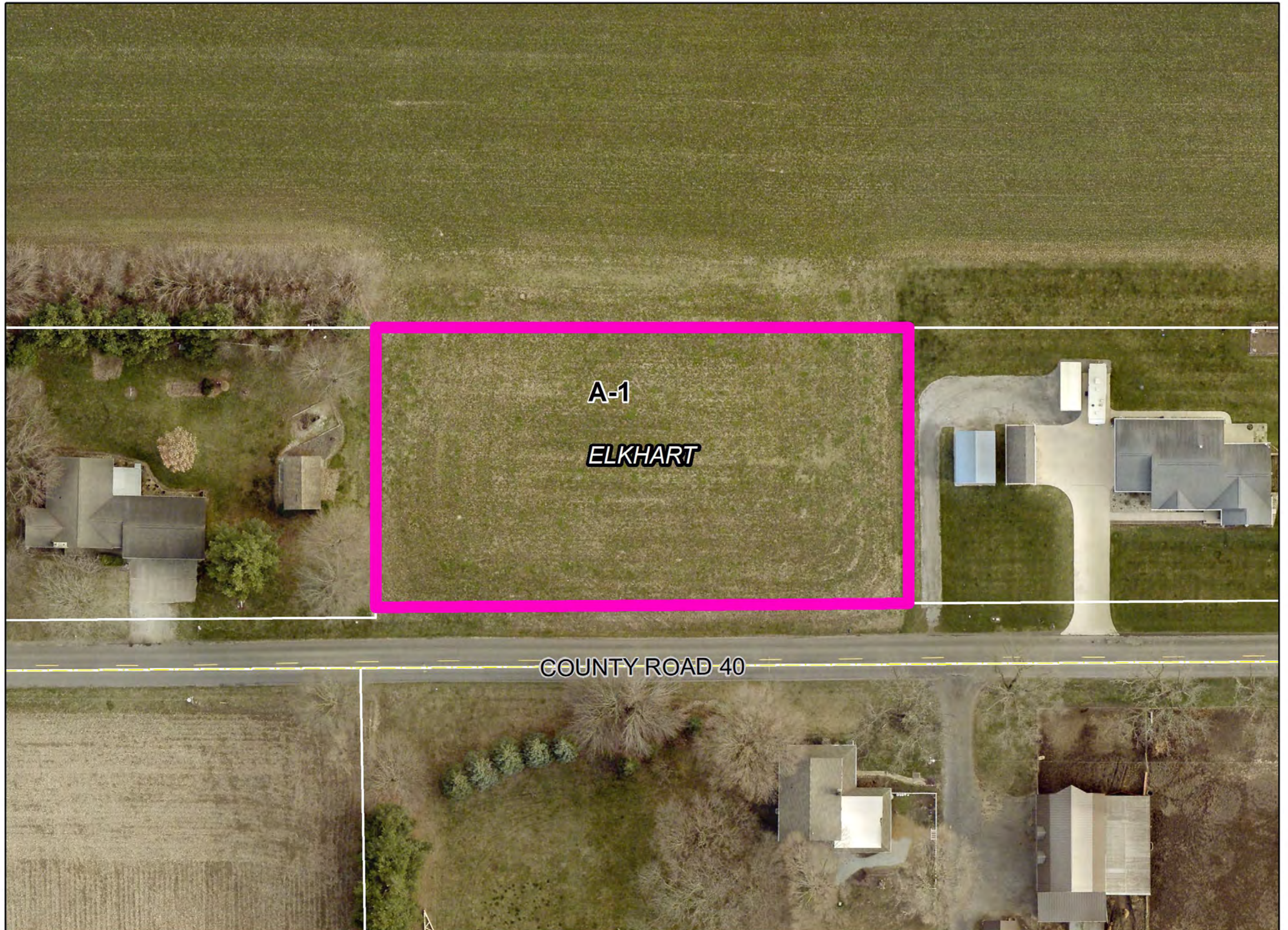
1. The request will be injurious to the public health, safety, morals, and general welfare of the community. This is a 0.833-acre parcel in a medium-density residential and agricultural area and the property should remain residential in character. Standalone accessory structures without a primary structure can lead to nonconforming or conflicting uses.
2. The use and value of the area adjacent to the subject property will be affected in a substantially adverse manner. This is a platted lot in a subdivision designated for residential home sites and there are no stand-alone accessory structures on any of the surrounding parcels.

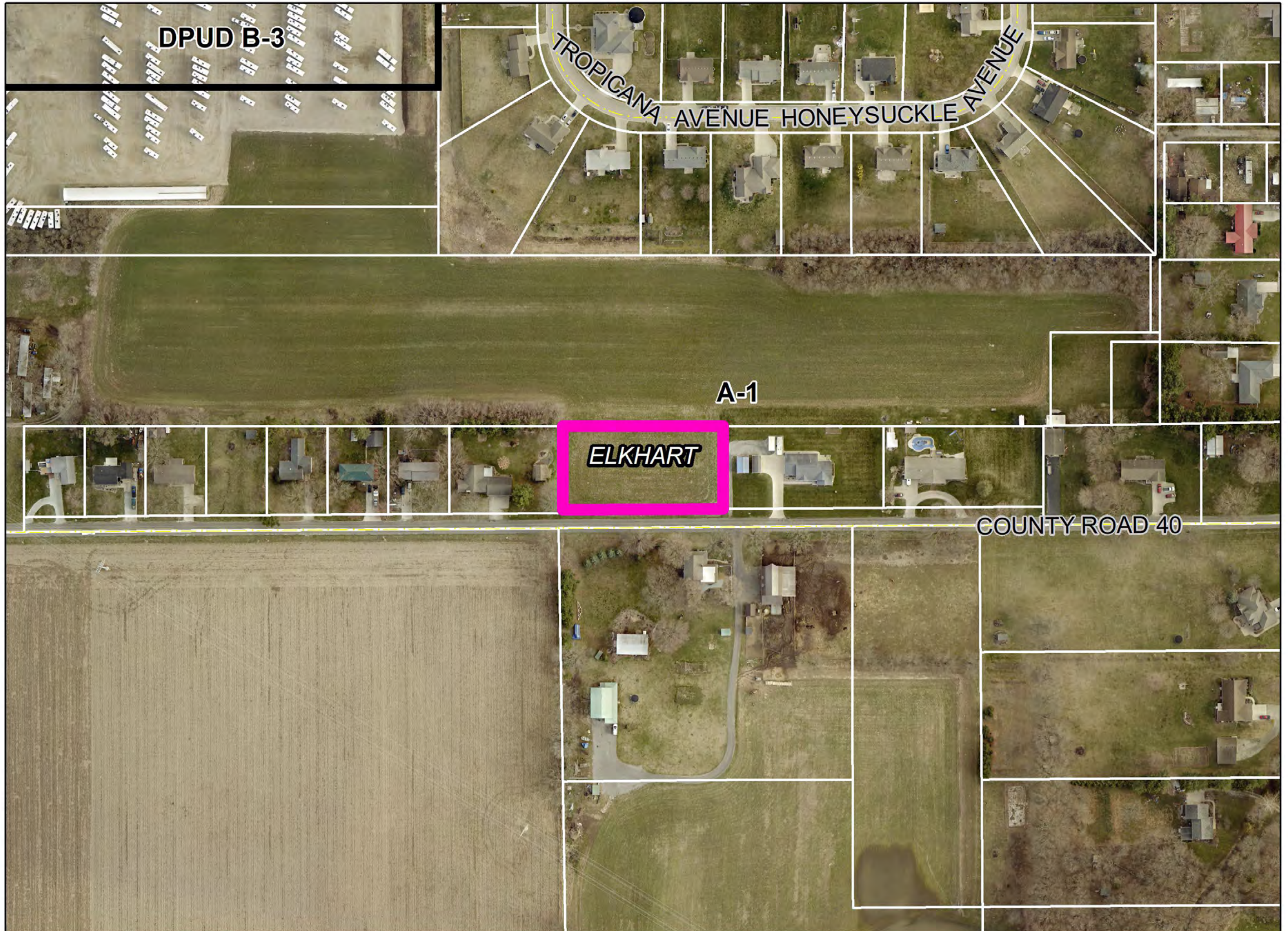
BZA Staff Report (Continued)

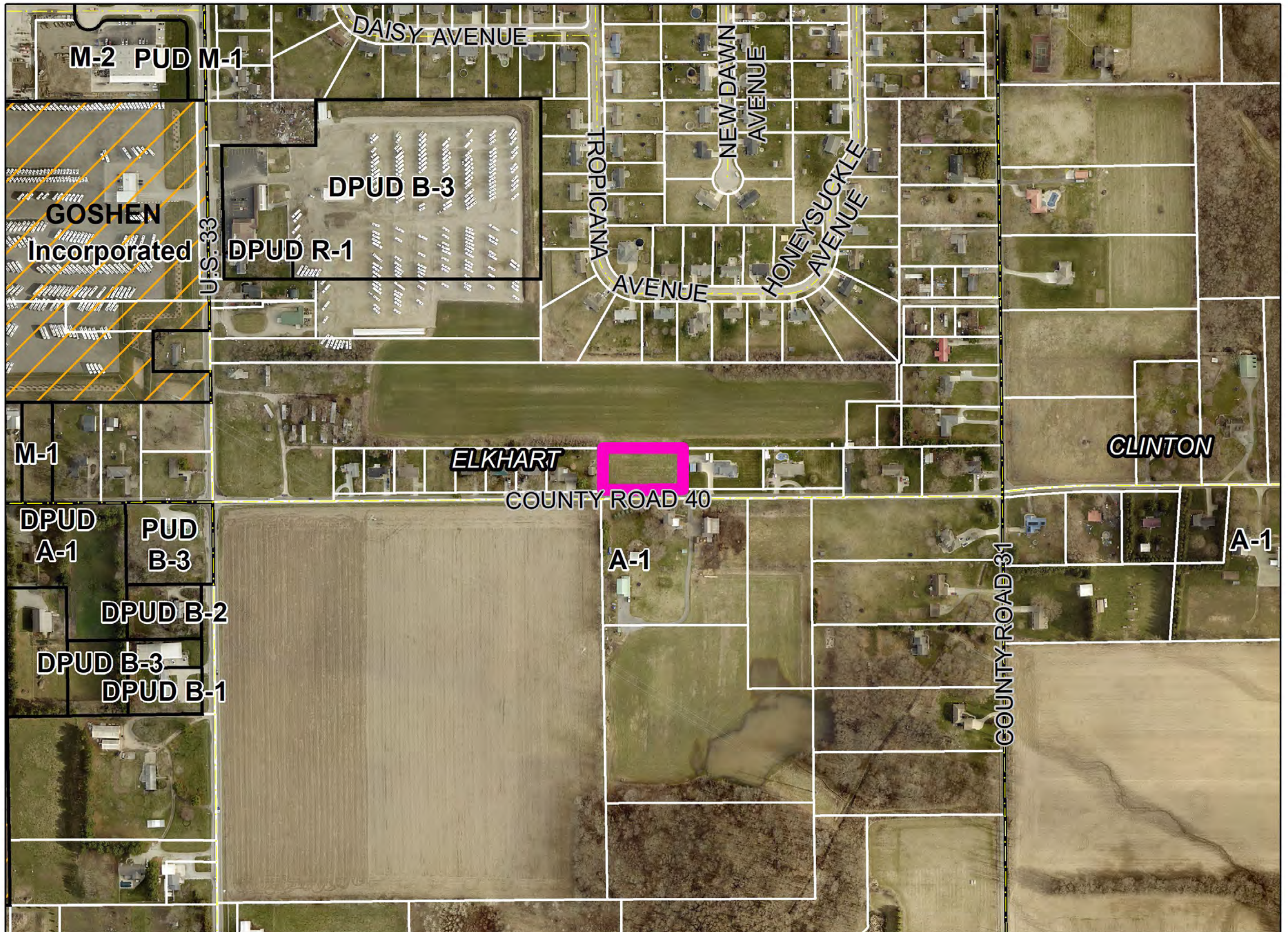
Hearing Date: September 18, 2025

3. A need for the Use Variance does not arise from a condition that is peculiar to the property involved. The subject parcel is in an A-1 zone district which allows for residences to be built and there is no peculiarity in the size of the lot that would hinder the residential and accessory structures being built at the same time.
4. Strict enforcement of the terms of the Development Ordinance would not constitute an unnecessary hardship if applied to the subject property. A residence could be built with enough storage space for domestic storage.
5. The Use Variance does interfere substantially with the Elkhart County Comprehensive Plan. Residential uses should be supported and protected from conflicting uses.

Staff recommends **DENIAL**.









Subject property



Facing east



Facing west



Facing south

PLAN COMMISSION & BOARD OF ZONING APPEALS

Elkhart County Planning & Development
Public Services Building

4230 Elkhart Road, Goshen, Indiana, 46526

Phone - (574) 971-4678

Fax - (574) 971-4578

Use Variance - Use Variance

Date: 07/14/2025 Meeting Date: August 21, 2025
Board of Zoning Appeals Public Hearing Transaction #: UV-0472-2025

Description: for a Use Variance to allow for the construction of a structure without a residence

Contacts: Applicant Land Owner
Francisco Ochoa-Valles Francisco Ochoa-Valles
1307 14Th St 1307 14Th St
Goshen, IN 46526 Goshen, IN 46526

Site Address: 00000 County Road 40 Parcel Number: 20-11-25-478-002.000-014
GOSHEN, IN 46528

Township: Elkhart
Location: NORTH SIDE OF CR 40, 1,160 FT. WEST OF CR 31

Subdivision: PRAIRIE TRAILS FARM SD Lot # 1

Lot Area: 0.83 Frontage: 263.80 Depth: 135.18

Zoning: A-1 NPO List: 08/07/2025

Present Use of Property: VACANT

Legal Description:

Comments: SEE MINOR PRIMARY #MI-0615-2016 WHICH WAS WITHDRAWN. SEE DV#0616-2016 FOR LOT SIZE - APPROVED 12/15/2016, BUT LATER MARKED AS INACTIVE SINCE THE REPLAT WAS WITHDRAWN.

Applicant Signature: Department Signature:

Application

Site address: 20-11-25-478-002.000-014

Parcel number(s): _____

Current property owner

Name: Francisco Ochoa

Address: 1307 S 14th St Goshen IN 46526

Phone: 574-584-5843 Email: _____

Other party

☐ Agent ☐ Buyer ☐ Land contract purchaser ☐ Lessee

Name: _____

Address: _____

Phone: _____ Email: paco20ocho@gmail.com

By signing below, I understand that if my application is approved, there may be conditions that will have to be met before approval is final and building permits can be started. I also understand that the conditions may include a commitment that the property owner is responsible for completing and returning.

Signature of current property owner or authorized agent: Francisco Ochoa

Staff Use Only

Description: _____

Parcel creation date: _____

Subdivision required? ☐ Y ☒ N If yes, ☐ AS ☐ Minor ☐ Major

Residential accessory breakdown, if applicable: _____

Location: N S E W corner side end of CR 40
1,160 ft. N S E W of CR 31
in Elkhart Township

Frontage: 263.8 Depth: 135.18 Area: .833 acres

Subdivision and lot number, if applicable: Prairie Trails Farm SD Lot 1

Present use: vacant

Use Variance — Questionnaire

Name: Francisco Ochoa

1) Tell us what you want to do. I want to build a Barn/building for storage (RV, tractor, ATVs)

2) Tell us why your case is different from other cases in the county so that a variance should be allowed. I only intend to use it for personal storage

3) Tell us why the variance won't hurt your neighbors or the community. there are many Pole buildings all around me on C-40 won't disturb the neighbors with noise

4) Will the activity create noise, vibration, smoke, dust, odor, heat, or glare? ☐ Y ☒ N If yes, fill out below.
Tell us what will create those things. _____

Tell us how you'll reduce the impact of those things on neighbors. _____

5) Will there be buffering (fences, trees, shrubs, mounds)? ☒ Y ☐ N
If yes, tell us about it. I plan to plant trees for privacy

6) Does the property need well and septic? Well: ☐ Y ☒ N Septic: ☐ Y ☒ N
Does the property need a new septic system? ☐ Y ☒ N
If a new septic system is needed, did the Health Department say there's enough space for it? ☐ Y ☐ N

7) Does what you want to do include buildings or additions? ☐ Y ☐ N If yes, fill out below.
Building or addition 1 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. 36'x50'x18' peak
Building or addition 2 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____
Building or addition 3 Existing? ☐ Y ☐ N Size and height to the peak: _____
Tell us what you'll use it for. _____

8) Is there a subdivision covenant that says you can't do this activity? ☐ Y ☒ N
If yes, does the subdivision have an active homeowners' association? ☐ Y ☐ N

9) Does this application include an accessory structure without a residence at this time? ☐ Y ☒ N
If yes, are there plans for a residence on this property? ☒ Y ☐ N If yes, fill out below.
Tell us when it will be built. Timeline 2 to 3 years
Tell us the approximate size. _____

10) Does this application include animals? ☐ Y ☒ N
If yes, tell us what kind and the maximum number of each. _____

Use Variance — Questionnaire

- 11) Does this application include a business or nonprofit (church, school, other) based all or in part on this property? ☐ Y ☒ N If yes, fill out below.

How many employees do you have now? Full time: _____ Part time: _____

How many employees do you want? Full time: _____ Part time: _____

How many of the employees won't live onsite? _____

What will be the days and hours of operation on this property? _____

How many parking spaces do you have now? _____

How many parking spaces do you want? _____

Will there be outside storage or display areas on this property? ☐ Y ☒ N

If yes, tell us what will be stored outside or displayed. _____

Will there be retail sales on this property? ☐ Y ☒ N

If yes, tell us what will be sold. _____

Approximately how many customers (clients, guests, students, members) will be on this property per day? _____

Will there be pickups or deliveries on this property? ☐ Y ☒ N If yes, fill out below.

Tell us how often. _____

Tell us the kind of vehicles used. _____

Does the application include signs? ☐ Y ☒ N If yes, fill out below.

Sign 1 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 2 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

Sign 3 Dimensions (length and width). _____

Existing? ☐ Y ☐ N Double faced? ☐ Y ☐ N

Electronic message board? ☐ Y ☐ N If no, lighted? ☐ Y ☐ N

Freestanding? ☐ Y ☐ N Wall mounted? ☐ Y ☐ N

- 12) Tell us anything else you want us to know. I plan to build a residence
in two to three years for me to live in

JUL 14 2025

263.79

36'

20'

20'

50

~110 CL

CR. 40

135.18
Trees

Proposed trees

