



**CITY OF WESTFIELD, IN**  
**Board of Zoning Appeals Meeting Minutes - 8/12/2025**  
Tuesday, August 12, 2025 at 7:00 PM

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**OPENING OF REGULAR MEETING**

[YouTube Time: 0:00](#)

**Note the presence of a quorum**

**BZA Members Present In-Person:** Jake Plummer, Jeff Boller, Mark Keen.

**BZA Members Present Virtually:** Larry Clarino.

**BZA Members Absent:** Billy Bunkowfst.

**City Staff Present In-Person:** Daine Crabtree, Current Planning Manager; Weston Rogers, Senior Planner; Lauren Gillingham-Teague, Senior Planner; Ryan Collingwood, Senior Associate Planner.

**City Staff Present Virtually:** None.

**Legal Counsel Present In-Person:** Nicole Buskill, City of Westfield.

**Approval of Minutes - July 8, 2025**

Motion: Approve July 8, 2025 Meeting Minutes

By: Jake Plummer

Seconded: Jeff Boller

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen

No: None

Abstain: None

Motion Determination: Passed

**Review Rules of Procedure**

Crabtree reviewed the rules and procedures.

**ITEMS OF BUSINESS**

**2506-VS-08 [PUBLIC HEARING]**

2045 West 166th Street

*Timothy Hunter*

The Petitioner requests a Variance of Development Standard to permit two (2) Principal Buildings for residential purposes to be located on one (1) Lot and to encroach fifteen (15) feet into the thirty (30) foot Minimum Side Yard Building Setback in order to construct a Dwelling within an existing Accessory Building on 3.50 acres +/- in the AG-SF1: Agriculture/Single-Family Rural District (Articles 6.4(B) and 4.2(E)(2)).

*(Planner: Weston Rogers – [wrogers@westfield.in.gov](mailto:wrogers@westfield.in.gov))*

[YouTube Time: 2:56](#)

Staff presentation / BZA comments / Staff responses.

Public Hearing for 2506-VS-08 opened at 7:06 p.m.

-No public comments.

Public Hearing for 2506-VS-08 closed at 7:07 p.m.

BZA comments / Petitioner responses.

Motion: Approve

By: Jeff Boller

Seconded: Jake Plummer

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen

No: None

Abstain: None

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact  
By: Jake Plummer  
Seconded: Jeff Boller

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

**2508-VU-03 [PUBLIC HEARING]**

**223 Jersey Street**

***Jon & Kate Kneifel***

**The Petitioner requests to make permanent an existing Temporary Variance of Use permitting a Professional Office (Counseling) use on 0.24 acres +/- in the MF1: Multi-Family Low-Density District (Article 13.2) (Planner: Lauren Gillingham-Teague – [lgillingham@westfield.in.gov](mailto:lgillingham@westfield.in.gov))**

[YouTube Time: 10:25](#)

Staff presentation / BZA comments / Staff responses.  
Public Hearing for 2508-VU-03 opened at 7:14 p.m.  
-No public comments.  
Public Hearing for 2508-VU-03 closed at 7:15 p.m.  
BZA comments / Petitioner responses.

Motion: Approve  
By: Jake Plummer  
Seconded: Larry Clarino

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact  
By: Jeff Boller  
Seconded: Jake Plummer

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

**2508-VS-10 [PUBLIC HEARING]**

**19536 Justin Morgan Drive**

***Todd Walker***

**The Petitioner requests Variances of Development Standard to modify the Minimum Lot Size for an existing legal, nonconforming lot from 3 acres to 0.9 acres +/-, to encroach fifteen (15) feet into the 30-foot southeast Side Yard Building Setback, to encroach five (5) feet into the 30-foot southwest Side Yard Building Setback, and to make the US 31 Overlay inapplicable to the AG-SF1: Agriculture/Single-Family-zoned Property so that an Accessory Building may be constructed.**

**(Planner: Ryan Collingwood – [rcollingwood@westfield.in.gov](mailto:rcollingwood@westfield.in.gov))**

[YouTube Time: 16:47](#)

Staff presentation / BZA comments / Staff responses.  
Public Hearing for 2508-VS-10 opened at 7:19 p.m.

-No public comments.  
Public Hearing for 2508-VS-10 closed at 7:22 p.m.  
BZA comments / Petitioner responses.

Motion: Approve  
By: Jake Plummer  
Seconded: Jeff Boller

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact  
By: Jeff Boller  
Seconded: Larry Clarino

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

### **2508-VS-11 [PUBLIC HEARING]**

**1030 East 169<sup>th</sup> Street**

***Central Indiana Insulation***

**The Petitioner requests to encroach four (4) feet into the eastern forty (40) foot Front Yard Building Setback on 1.77 acres +/- in the EI: Enclosed Industrial District to accommodate a proposed building expansion (Article 4.24(E)(1)(b)).**

**(Planner – Daine Crabtree – [dcrabtree@westfield.in.gov](mailto:dcrabtree@westfield.in.gov))**

**[YouTube Time: 34:18](#)**

Staff presentation / BZA comments / Staff responses.  
Public Hearing for 2508-VS-11 opened at 7:35 p.m.  
-No public comment.  
Public Hearing for 2508-VS-11 closed at 7:36 p.m.  
BZA comments / Petitioner responses.

Motion: Approve  
By: Larry Clarino  
Seconded: Jeff Boller

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact with conditions in staff report  
By: Jake Plummer  
Seconded: Jeff Boller

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen  
No: None  
Abstain: None

Motion Determination: Passed

### **REPORTS/COMMENTS**

**[YouTube Time: 37:44](#)**

**Plan Commission Liaison**

## **Economic and Community Development Department**

### **ADJOURNMENT**

#### **Adjourn**

Motion: Adjourn

By: Jeff Boller

Seconded: Jake Plummer

Yes: Jake Plummer, Jeff Boller, Larry Clarino, Mark Keen

No: None

Abstain: None

Motion Determination: Passed

## Signature Page for BZA Minutes for August 12, 2025



Mark Keen  
Chairperson



Secretary  
Kevin M. Todd, AICP  
Director