



CITY OF WESTFIELD, IN
Board of Zoning Appeals Meeting Agenda

BOARD OR COMMISSION: Board of Zoning Appeals Meeting
MEETING DATE: Tuesday, May 12, 2026 at 7:00 PM
MEETING PLACE: Westfield City Hall - Assembly Room

THE FOLLOWING AGENDA IS SUBJECT TO CHANGE AT THE DISCRETION OF BOARD OF ZONING APPEALS

Mark Keen, Chairman | Advisory Plan Commission Appointed | 2-year term | 2/11/25-1/4/27
William Bunkowfst, Vice Chairman | Mayoral Appointed | 4-year term | 1/23/24-1/3/28
Jeff Boller, Pro-Tempore | Mayoral Appointed | 4-year term | 1/23/24-1/5/26
Larry Clarino | Mayoral Appointed | 4-year term | 1/23/24-1/3/28
Jacob Plummer | Council Appointed | 4-year term | 1/23/24-1/4/27

Public input can be submitted in 1 of 2 ways:

- Submit comments via email to planners@westfield.in.gov (Include petition number in the subject line.)
- Attend the meeting at Westfield City Hall for an opportunity to participate and publicly comment on a public hearing.

OPENING OF REGULAR MEETING

Note the presence of a quorum
Approval of Minutes - April 14, 2026
Review Rules of Procedure

ITEMS OF BUSINESS

2605-VS-05 [PUBLIC HEARING]

741 Maple Lane

Michael Pershing

The Petitioner requests Variances of Development Standard to encroach eight (8) feet into the ten (10) foot Minimum Side Yard Setback and fifteen (15) feet into the thirty (30) foot Minimum Rear Yard Setback to construct a detached Accessory Building on 0.42 acres +/- in the SF3: Single-Family Medium Density District (Articles 4.6(E)(2) and 4.6(E)(3)).

(Planner: Ryan Collingwood – rcollingwood@westfield.in.gov)

Presented by: Daine Crabtree – dcrabtree@westfield.in.gov)

ITEMS CONTINUED TO A FUTURE MEETING

No items.

REPORTS/COMMENTS

Plan Commission Liaison

Community Development Department

ADJOURNMENT

Adjourn



OPENING OF REGULAR MEETING

7:00pm
[YouTube Time: 0:00](#)

Note the presence of a quorum

BZA Members Present In-Person: Mark Keen, Jake Plummer, Larry Clarino, Billy Bunkowfst, Jeff Boller.
BZA Members Present Virtually: None.
BZA Members Absent: None.
City Staff Present In-Person: Daine Crabtree, Current Planning Manager.
City Staff Present Virtually: None.
Legal Counsel Present In-Person: Nicole Buskill, City of Westfield.

Approval of Minutes - March 10, 2026

Motion: Approve March 10, 2026 BZA Meeting Minutes
By: Jake Plummer
Seconded: Larry Clarino

Yes: William Bunkowfst, 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

2604-VS-03
225 South 1200 East
Greg and Lora Bankert
The Petitioners request a Variance of Development Standard to modify the Minimum Lot Frontage from 250 feet to 35 feet on an existing legal, nonconforming lot on 9 acres +/- in the AG-SF1: Agriculture/Single-Family Rural District (Article 4.2(D)).
(Planner: Daine Crabtree – Dcrabtree@westfield.in.gov)

[YouTube Time: 2:09](#)

Staff presentation / BZA comments / Staff responses.
Public Hearing for 2604-VS-03 opened at 7:04 p.m.
-No public comments.

Public Hearing for 2604-VS-03 closed at 7:05 p.m.
BZA comments / Petitioner responses / Staff responses.

Motion: Approve 2604-VS-03
By: Jeff Boller
Seconded: Jake Plummer

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

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact for 2604-VS-03
By: William Bunkowfst
Seconded: Jeff Boller

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

Motion Determination: Passed

2604-VS-04

16311 Canterwood Court

The Smart Pergola

**The Petitioner requests a Variance of Development Standard to encroach two (2) feet into the five (5) foot Side Yard Setback to accommodate a smart pergola on 0.16 acres +/- in the Courtyards of Cielo Ranch Planned Unit Development (PUD) District
(Planner: Ryan Collingwood – Rcollingwood@westfield.in.gov)**

[YouTube Time: 8:55](#)

Staff presentation / BZA comments / Staff responses.
Public Hearing for 2604-VS-04 opened at 7:10 p.m.
-No public comments.
Public Hearing for 2604-VS-04 closed at 7:11 p.m.
BZA comments / Petitioner responses / Staff responses.

Motion: Approve 2604-VS-04
By: Jake Plummer
Seconded: Jeff Boller

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

Motion Determination: Passed

Motion: Adopt Staff's Findings of Fact for 2604-VS-04
By: Larry Clarino
Seconded: Jeff Boller

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

Motion Determination: Passed

REPORTS/COMMENTS

[YouTube Time: 13:55](#)

Plan Commission Liaison

Economic and Community Development Department

ADJOURNMENT

Adjourn

Motion: Adjourn
By: William Bunkowfst
Seconded: Jeff Boller

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

Motion Determination: Passed



Petition Number: 2605-VS-05

Subject Site Address: 741 Maple Lane (the “Property”)

Petitioner: Above and Beyond Companies, Inc., on behalf of Michael Pershing (the “Petitioner”)

Request: The Petitioner requests approval of a Variance of Development Standard to encroach eight (8) feet into the ten (10) foot Side Yard Setback and fifteen (15) feet into the thirty (30) foot Rear Yard Setback to accommodate an Accessory Structure (detached garage) on 0.42 acres +/- in the SF3: Single-family Medium Density District.

Current Zoning: SF3: Single-family Medium Density District

Current Land Use: Residential

Approximate Acreage: 0.42 acres +/-

Exhibits:

1. Staff Report
2. Location Map
3. Site Plan
4. Garage Details

Staff Reviewer: Ryan Collingwood, Senior Associate Planner

PROPERTY INFORMATION & BACKGROUND

The subject Property is approximately 0.42 acres in size and generally located at 741 Maple Lane as seen in the Location Map (**Exhibit 2**).

The Petitioner is requesting setback encroachments in order to construct a detached garage at the northwest corner of the Property.

REQUEST FOR VARIANCE

The Petitioner intends to construct & utilize a new Accessory Structure on the Property. The SF3 zoning district calls for a 10-foot Side Yard Setback & a 30-foot Rear Yard Setback.

In order to legally construct the garage in the proposed location, a Side Yard Setback encroachment of eight (8) feet into the ten (10) foot Side Yard Setback (west property line), as well as a fifteen (15) foot encroachment to the Rear Yard Setback (north property line), must be



enacted. The proposed location was selected primarily due to existing driveway alignment for vehicle mobility in & out of the proposed Accessory Structure.

PROCEDURAL

Public Notice: The Board of Zoning Appeals is required to hold a public hearing on its consideration of a Variance of Development Standard. This petition is scheduled to receive its public hearing at the May 12, 2026, Board of Zoning Appeals meeting. Notice of the public hearing was properly advertised in accordance with Indiana law and the Board of Zoning Appeals' Rules of Procedure.

Conditions: The UDO and Indiana law provide that the Board of Zoning Appeals may impose reasonable conditions and limitations concerning use, construction, character, location, landscaping, screening, and other matters relating to the purposes and objectives of the UDO upon any Lot benefitted by variance as may be necessary or appropriate to prevent or minimize adverse effects upon other property and improvements in the vicinity of the subject Lot or upon public facilities and services. Such conditions shall be expressly set forth in the order granting the variance.

Acknowledgment of the Variance: If the Board of Zoning Appeals approves this petition, then the UDO requires the approval of the variance shall be memorialized in an acknowledgment of variance instrument prepared by Department. The acknowledgment shall: (i) specify the granted variance and any commitments made or conditions imposed in granting of the variance; (ii) be signed by the Director, Property Owner and Applicant (if Applicant is different than the Property Owner); and (iii) be recorded against the subject property in the Office of the Recorder of Hamilton County, Indiana. A copy of the recorded acknowledgment shall be provided to the Department prior to the issuance of any subsequent permit or commencement of uses pursuant to the granted variance.

Variance of Development Standard: The Board of Zoning Appeals shall approve or deny variances from the development standards (such as height, bulk, or area) of the underlying zoning ordinance. A variance may be approved under Indiana Code § 36-7-4-918.5 only upon a determination in writing that:

1. The approval will not be injurious to the public health, safety, morals, and general welfare of the community;
2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner; and
3. The strict application of the terms of the zoning ordinance will result in practical difficulties in the use of the subject property.

DEPARTMENT COMMENTS

If the Board is inclined to approve 2605-VS-05, The Department recommends the following findings and conditions:

Recommended Conditions:

- That the Accessory Structure (detached garage) be developed in substantial compliance with the Site Plan (**Exhibit 3**) & Garage Details (**Exhibit 4**), and,
- That the Petitioner record an acknowledgement of this approval with the Hamilton County Recorder's Office and return a copy of the recorded instrument to the Community Development Department.

Recommended Findings for Variance of Development Standards (2605-VS-05):

- 1) ***The approval will not be injurious to the public health, safety, morals, and general welfare of the community:***

Finding: It is unlikely that approving the requested variances would be injurious to the public health, safety, morals, and general welfare of the community because the proposed use will remain unchanged and the improvements will otherwise comply with the applicable standards of the SF3: Single-family Medium Density District.

- 2) ***The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner:***

Finding: It is unlikely the use and value of adjacent property will be affected in a substantially adverse manner. The proposed variance should not have a negative impact on adjacent surrounding properties because the use of the Property as a residence is not changing. The proposed improvement is only for personal storage purposes and will be an addition to the already existing residential use.



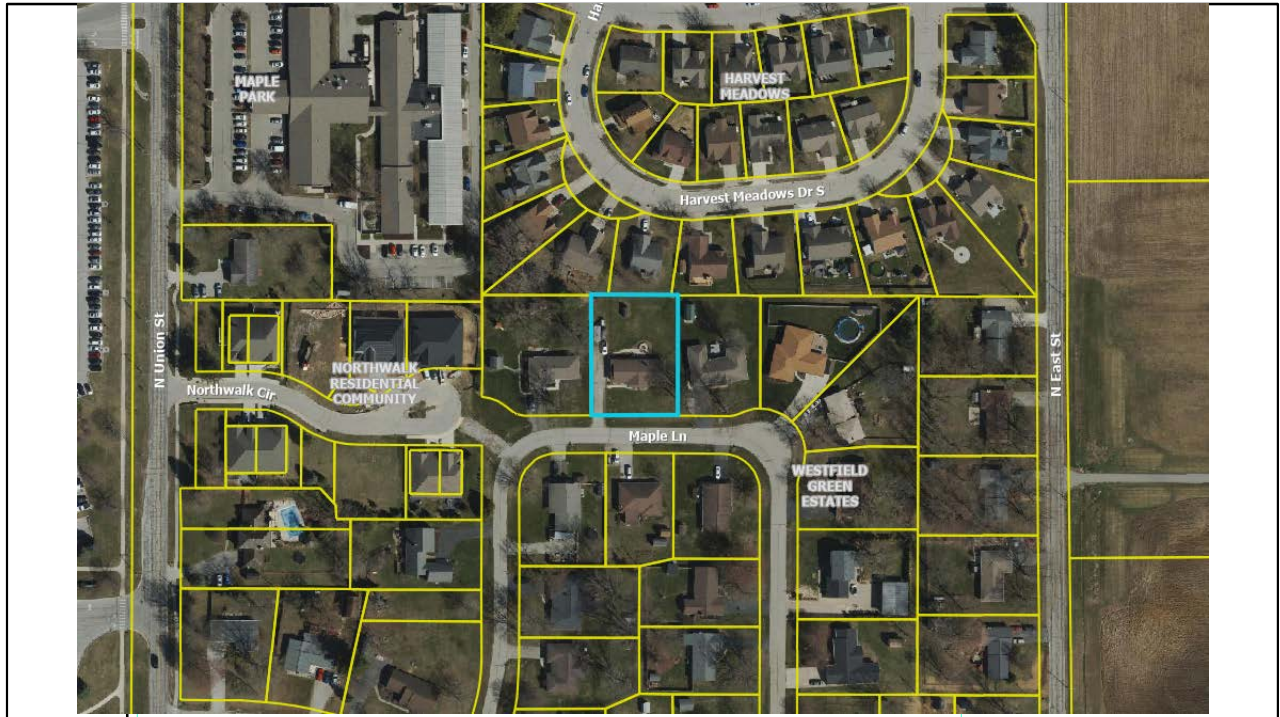
- 3) ***The strict application of the terms of the zoning ordinance will result in practical difficulties in the use of the subject property.***

Finding: Strict adherence to the zoning ordinance would result in the Petitioner not being able to provide personal storage for the existing home in the form of a detached garage. Due to driveway alignment & vehicular mobility concerns, the garage's location is in a sensible location in respect to the subject parcel.

Denial: If the Board is inclined to reject or deny the Variance of Development Standard, then the Department recommends denying the Variances of Development Standard, and then tabling the adoption of findings until the Board's next meeting with direction to the Department to prepare the findings pursuant to the public hearing evidence and Board discussion.



Aerial Location Map


 Site



Zoning Map



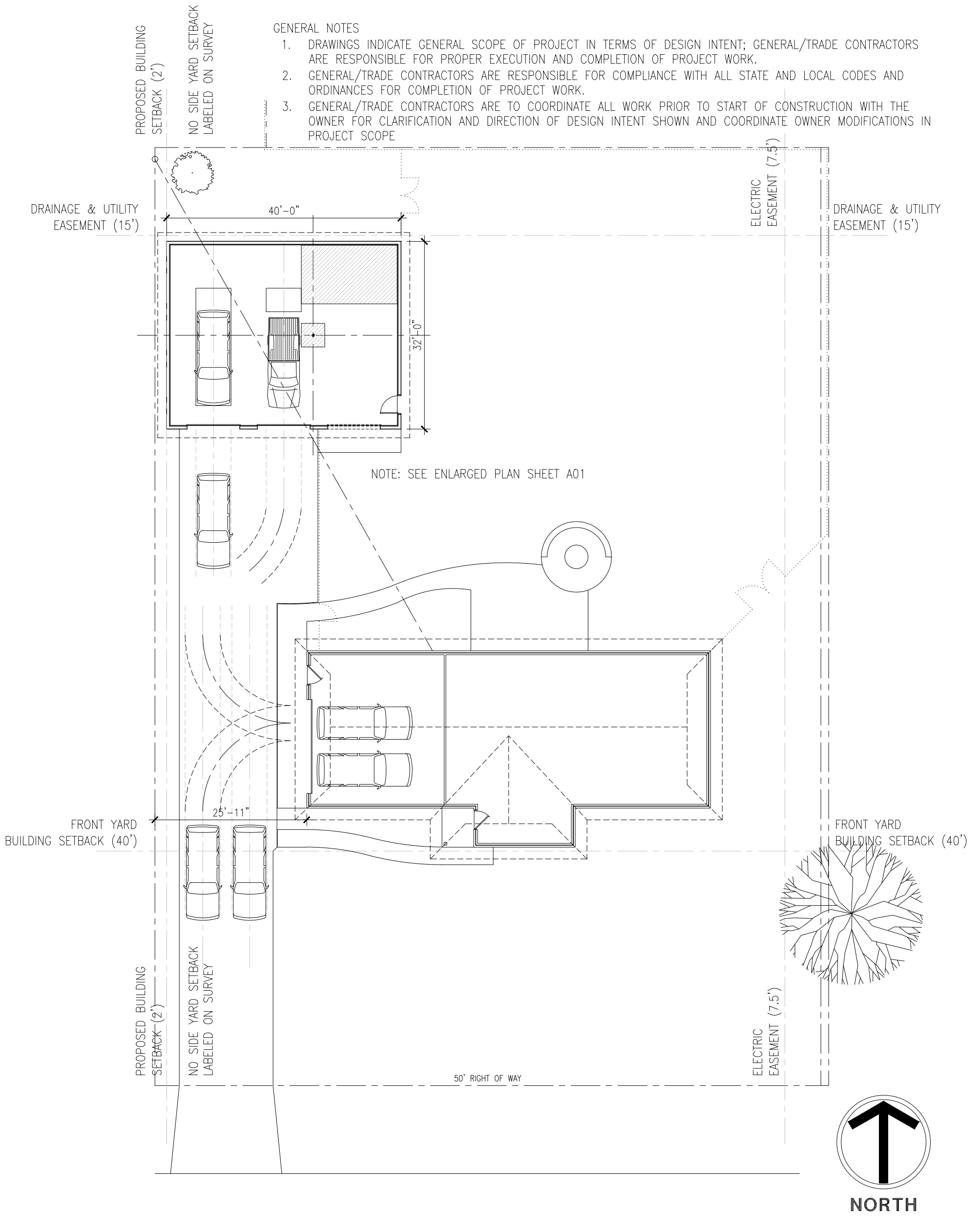
-  SF3: Single Family Medium District
-  MF1: Multi-Family Low Density District

0 0.0275 0.055
 Miles



GENERAL NOTES

1. DRAWINGS INDICATE GENERAL SCOPE OF PROJECT IN TERMS OF DESIGN INTENT; GENERAL/TRADE CONTRACTORS ARE RESPONSIBLE FOR PROPER EXECUTION AND COMPLETION OF PROJECT WORK.
2. GENERAL/TRADE CONTRACTORS ARE RESPONSIBLE FOR COMPLIANCE WITH ALL STATE AND LOCAL CODES AND ORDINANCES FOR COMPLETION OF PROJECT WORK.
3. GENERAL/TRADE CONTRACTORS ARE TO COORDINATE ALL WORK PRIOR TO START OF CONSTRUCTION WITH THE OWNER FOR CLARIFICATION AND DIRECTION OF DESIGN INTENT SHOWN AND COORDINATE OWNER MODIFICATIONS IN PROJECT SCOPE



PROPERTY ADDRESS:
741 MAPLE LANE
WESTFIELD, INDIANA 46074

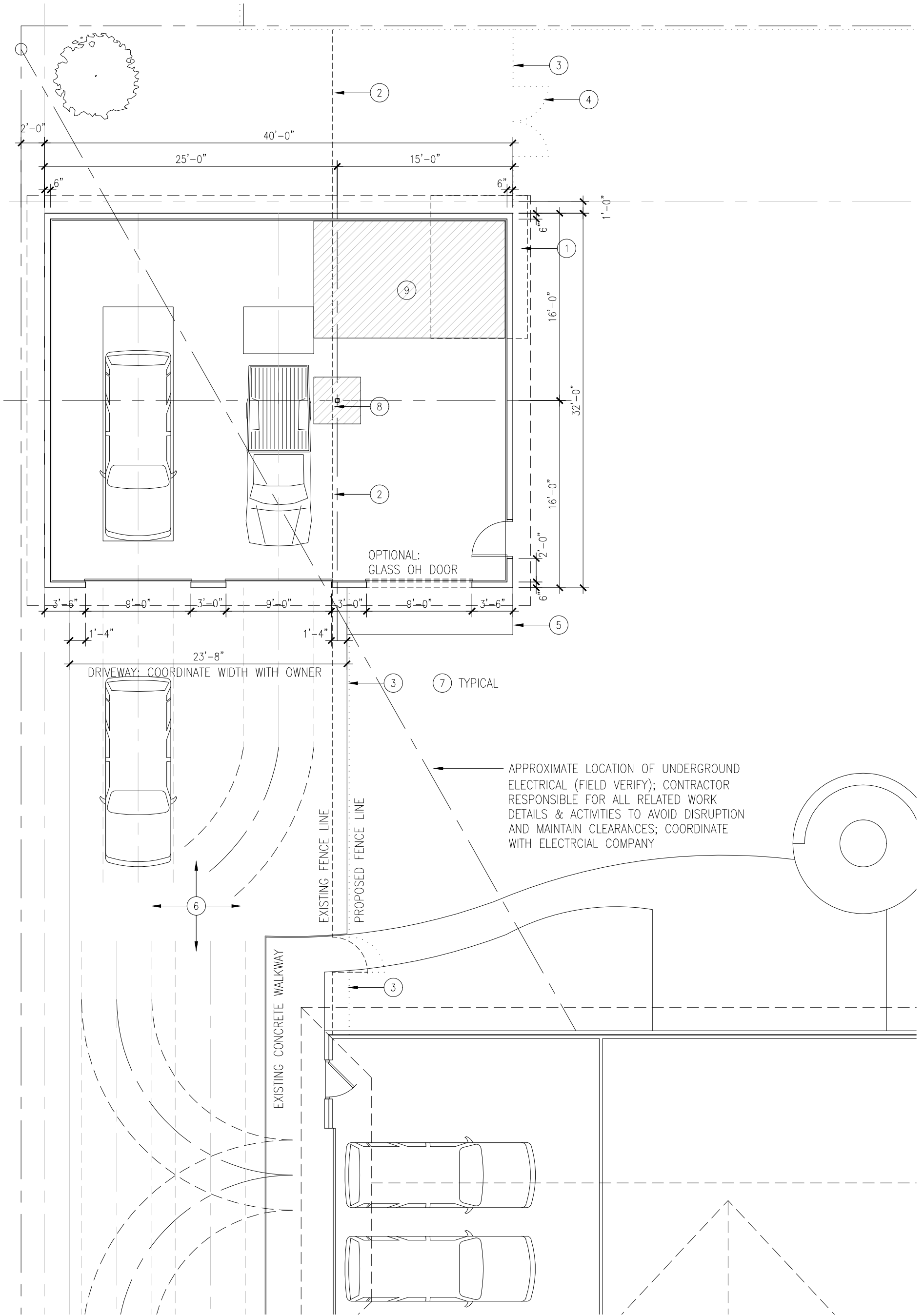
PROPERTY DESCRIPTION:
LOT #7 IN WESTFIELD GREEN ESTATES, AS PER PLAT OF SAID ADDITION, RECORDED IN DEED BOOK 4 PAGE 1, IN THE OFFICE OF THE RECORDER OF HAMILTON COUNTY, INDIANA (REFERENCE LATEST RETRACEMENT SURVEY BY MILLER SURVEYING INC. DATED 11/20/2020)

GROSS AREA

	LIVING SPACE	GARAGE	TOTAL
EXISTING HOME/GARAGE	1,335 S.F.	629 S.F.	1,964 S.F.
PROPOSED GARAGE	---	1,344 S.F.	1,344 S.F.
TOTAL	1,335 S.F.	1,973 S.F.	3,208 S.F.

SITE PLAN
SCALE: 1/16" = 1'-0"

SHEET C01
MARCH 25, 2026

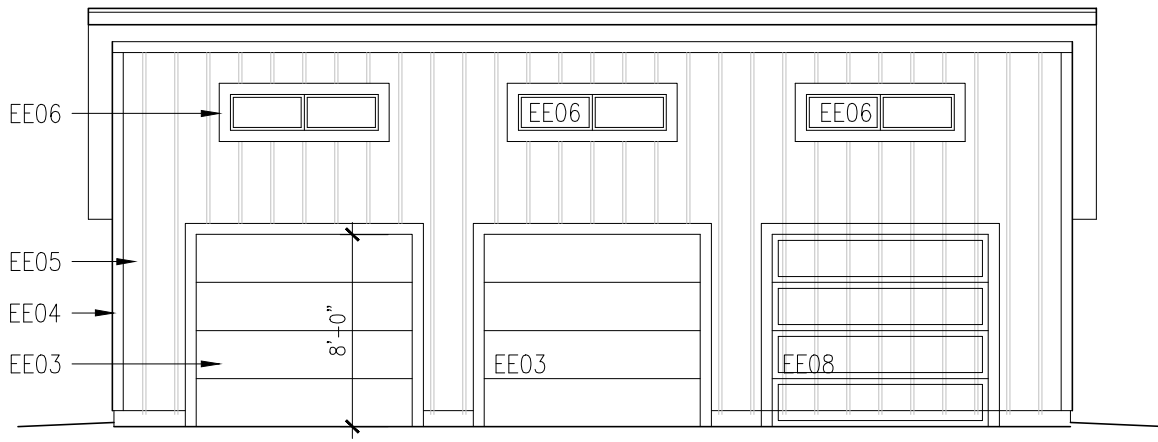


PLAN NOTES

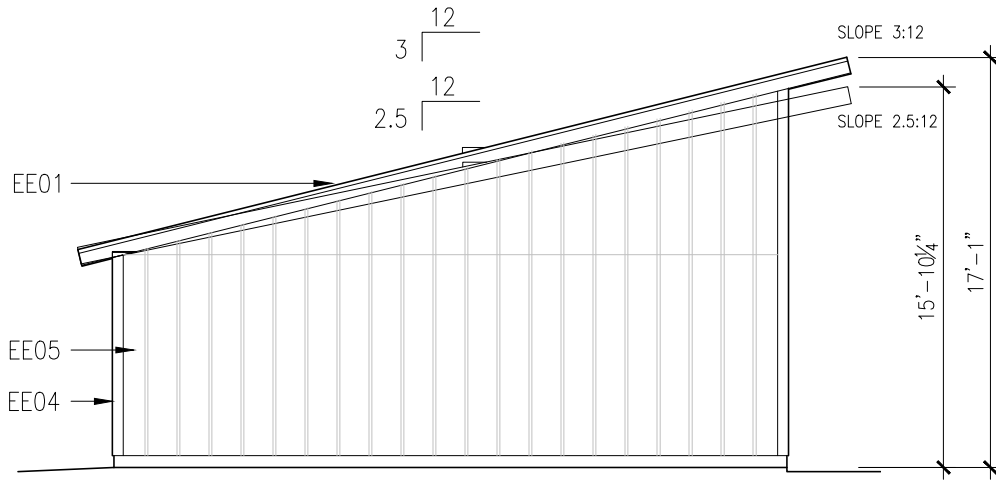
- ① REMOVE EXISTING STORAGE SHED AND RELATED ITEMS COMPLETE
- ② REMOVE AND SALVAGE EXISTING FENCE AND RELATED ITEMS COMPLETE
- ③ REINSTALL SALVAGED FENCE
- ④ PROVIDE NEW PAIR (2) 3'-0" FENCE GATE
- ⑤ NEW WALK AND PATIO BY OWNER
- ⑥ NEW CONCRETE DRIVEWAY; COORDINATE WITH EXISTING FENCE LINE AND CONCRETE WALKWAYS
- ⑦ PATCH/REPAIR/GRADE LANDSCAPE AND GRASS AREAS (RE-SEED)
- ⑧ STEEL COLUMN WITH THICKENED SLAB AND/OR FOUNDATION FOR ROOF FRAMING SUPPORT
- ⑨ THICKENED SLAB (FOR SURFACE MOUNTED SAFE ROOM BY OWNER); COORDINATE SIZE WITH OWNER

FLOOR PLAN
SCALE: 1/8" = 1'-0"

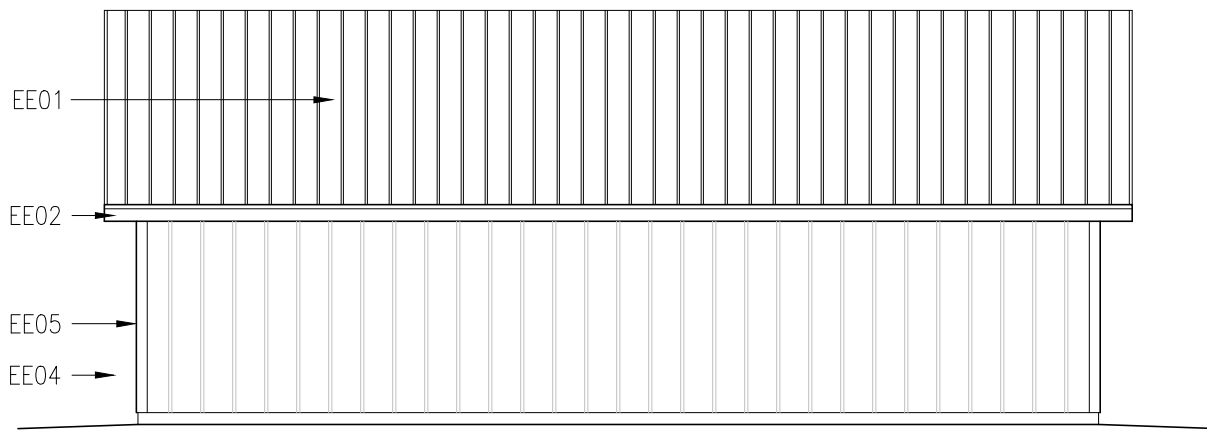
SHEET A01
MARCH 25, 2026



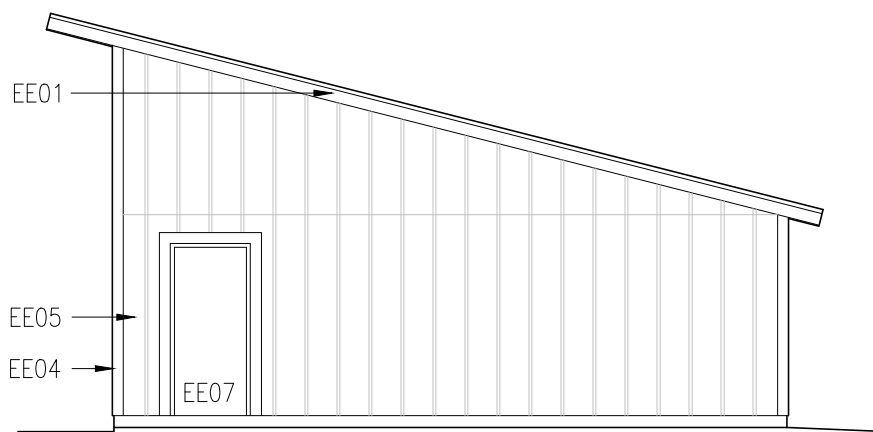
SOUTH ELEVATION 4/A02



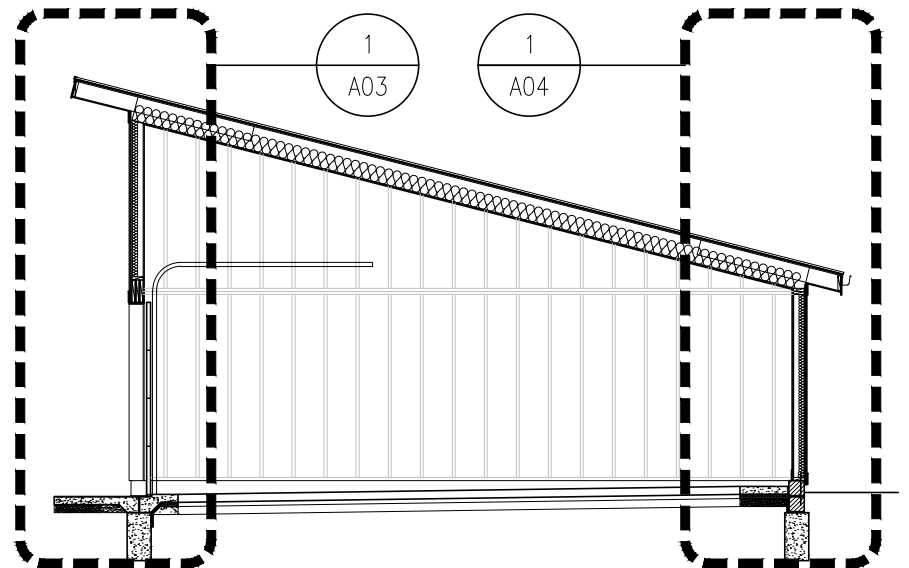
WEST ELEVATION 3/A02



NORTH ELEVATION 2/A02



EAST ELEVATION 1/A02



BUILDING SECTION 5/A02

EXTERIOR ELEVATION NOTES

- EE01 METAL ROOF
- EE02 ALUMINUM GUTTER AND DOWNSPOUT
- EE03 INSULATED 9'W X 8'H OVERHEAD GARAGE DOOR
- EE04 CEMENT BOARD HORIZONTAL SIDING (PAINTED)
- EE05 CEDAR WOOD TRIM (PAINTED)
- EE06 INSULATED WINDOW
- EE07 INSULATED 3'W X 7'H ACCESS DOOR
- EE08 OPTIONAL: INSULATED 9'W X 8'H GLASS VISION OVERHEAD GARAGE DOOR

EXTERIOR ELEVATIONS
SCALE: 1/8" = 1'-0"

SHEET A02
MARCH 25, 2026