

City Board of Zoning Appeals Minutes November 5, 2025 Meeting

A. Call to Order

Mr. Saavedra called the City Board of Zoning Appeals to order on Wednesday, November 5, 2025 at 9:00 a.m. in the Vigo County Annex.

B. Roll Call

Bill Treadway	Absent
Jason Saavedra	Present
Paul Clapp	Present
Jim Wallace	Absent
John Collett	Present

Mr. Saavedra stated a quorum was present and the Board could conduct business.

Present at the monthly hearing were staff members Sydney Shahr and Jared Bayler of the Area Planning Department and Jason Holler of the Terre Haute Building Inspection/Engineering Department.

C. Consideration of Previous Minutes:

Mr. Saavedra asked the members of the Board for a recommendation on the Minutes for October 1, 2025. There were two corrections. The first was to clarify the minutes being approved were for October and the second was that in October's Consideration of Previous Minutes, the motion was made by Mr. Wallace. Mr. Clapp made a motion to approve the minutes with corrections and that motion was seconded by Mr. Collett. The motion moved to a vote and carries with 3 yea(s) to 0 nay(s).

D. Old Business: None

E. New Business:

1. BZA 22/25 SU: 1126 N 8th St, Terre Haute, IN 47807 84-06-15-351-009.000-002

The petitioner, Jennifer Guzman, is requesting a Special Use from Section 10-181b(3) of City Code for a residential facility for persons requiring special consideration in an R-2 Two-Family Residence District.

The petitioner, Jennifer Guzman, was present to represent herself. She was accompanied by Mr. Atkinson. Ms. Guzman said the sober living facility is now a 503C. She described her recovery and use of a sober living facility. She said the facility would be a home for women and women with children only. Mr. Atkinson said he also had experience with

recovery and sober living and wanted to create that for people in recovery trying to get their kids back.

Mr. Collett asked what the home is used for currently. Ms. Guzman said it currently has some residents and right now they have 7 women that are in the house at the time.

Mr. Jason Holler clarified that they were letting them operate contingent on an approval from the Board of Zoning Appeals. Mr. Holler also said the petitioners are required to get a permit through City Works and will need to be inspected, as well as a permit from Building Inspection.

Mr. Collett asked what changes would be visible from outside. Mr. Atkinson said the women had chores and have to do community service. Mr. Collett asked if there were any issues with the neighbors. Ms. Guzman said she received calls from three neighbors they mailed out to. Mr. Atkinson said there would be a 7:00 PM curfew.

Ms. Shahar confirmed that the Area Planning office had not received any remonstrance.

Mr. Clapp asked about parking spots. Mr. Holler said they would not know the required number of parking spots until they know the occupancy and they may need to come back through the Board of Zoning Appeals for additional variances.

There was discussion of Ms. Guzman and Mr. Atkinson's previous experience managing a sober living facility.

Mr. Saavedra asked for a motion. Mr. Collett made the motion to approve the Special Use per staff's conditions in the staff report. The motion was seconded by Mr. Clapp. The motion moved to a vote and carries with 3 yea(s) to 0 nay(s).

2. City BZA 23/25 V: 1214 and 1220 Lafayette Ave, Terre Haute, IN 47804
84-06-15-127-028.000-002/84-06-15-127-029.000-002

The petitioner, 3 Sisters Investments, LLC, is requesting a variance from Section 10-207y(3) of City Code, which requires all surface parking lots to have a 5' minimum width landscaping area between the vehicular use area and any street right-of-way, adorned with visual screening (other than berms) between 30" and 42" in height, plus a minimum 1 tree per 25 linear feet. Section 10-207y(3) also prohibits automobile access to any parking lot from the front property right-of-way unless an alley entry or side yard ingress/egress is not practical, as determined by the City Engineer in the C-8, Downtown Business District Area.

Mr. Mark Baker was present to represent his company, 3 Sisters Investments, LLC. Mr. Baker said they are continuing to invest in the neighborhood and the City of Terre Haute. Mr. Baker said the three parcels have been unused for a long time. He has consistent requests for that kind of commercial space and he will be making 5 business spaces from the adjacent commercial building.

Mr. Collett asked about the location of the parking lot in regards to the adjacent buildings and any setback from the building they do not own. Mr. Holler said there is no setback in the C-8 district, so this is allowed.

There was discussion about the choice of curb cuts and locations. Mr. Baker said there was a utility pole in the middle, so they did not have the option of one curb cut. Mr. Holler said this was a collaboration with the City of Terre Haute and City Engineering's Staff Engineer.

No one was present to remonstrate. Staff did not receive any remonstrance.

Mr. Saavedra asked for a motion. Mr. Clapp made the motion to approve the variance. The motion was seconded by Mr. Collett. The motion moved to a vote and carries with 3 yea(s) to 0 nay(s).

3. BZA 24/25 V: 1703 Haythorne Ave/4521 N 17th St, Terre Haute, IN
84-06-03-228-001.000-002/84-06-03-228-002.000-002

The petitioner, Renovative Solutions, LLC, is requesting the following variances: 1) A variance from Section 10-317 for a reduction from the required 50' lot widths for the proposed Renovative Subdivision (42.0' lot width for Lots 2-6 and 42.17' lot width for Lot 7). 2) A variance from Section 10-187 Table 8 for a reduction from time required 6,600 sq. ft. minimum lot size (5,565.0 sq. ft. for Lots 2-6 and 5,642.2 sq. ft. for Lot 7). 3) 10-322 for a reduction of 12 feet from the required 48 median setback from the centerline on Haythorne Avenue for the existing house on Lot 1.

Mr. Josh Thompson (General Manager) was present to represent Renovative Solutions, LLC. He said they are trying to get a waterline extension down 17th Street. There is a house currently existing (1703 Haythorne Ave) that faces 17th Street. Mr. Thompson said they would like to downsize that lot as well. They plan on remodeling the house.

Mr. Collett asked how many houses they were planning to build. Mr. Thompson said 7 homes in addition to the existing home. They will all face 17th Street.

Mr. Saavedra asked why they could not conform to the ordinance. Mr. Thompson said he wanted to be cost effective and bring water to the area. Mr. Thompson said they are working with Indiana-American water and know it is doable to put in the water, but they need to talk to the neighbors about easements for the water main.

Mr. Holler said that they will not be able to get permits if there is no agreement with Indiana-American Water.

No remonstrance was present. Staff did not receive any remonstrance.

Mr. Saavedra asked for a motion. Mr. Collett made the motion to approve the variance with conditions listed in the staff report. The motion was seconded by Mr. Clapp. The

motion moved to a vote and carries with 3 yea(s) to 0 nay(s).

F. Communication Received From the Public (other than agenda items): None

G. Board of Zoning Appeals Discussion: Findings of Fact –

1. BZA 21/25 V, 1624 and 1630 N 13th St, Terre Haute, IN 47804 –
412 Realty LLC

Mr. Saavedra asked for a motion. Mr. Collett made the motion to approve the Findings of Fact. The motion was seconded by Mr. Clapp.

The motion moved to a vote and carries with 3 yea(s) to 0 nay(s).

H. Adjourn:

Mr. Collett made a motion to adjourn
Mr. Clapp seconded the motion.

The votes to adjourn were unanimous 3 yea(s) and 0 nay(s).

Adjourned at 9:27 am