



**MINUTES**  
**ZONING BOARD OF APPEALS - REGULAR SESSION**  
**WEDNESDAY, SEPTEMBER 17, 2025, 4:00 PM**

The Zoning Board of Appeals convened in regular session at 4:03 PM, September 17, 2025. Acting Board Chair Ballantini called the meeting to order. It was noted that Board Member Welch could participate but would be unable to vote on any case items.

**Roll Call**

Attendee Name	Title	Status
Matt Steinkoenig	Board Member	Absent
Becky Welch	Board Member	Present
Melissa Woods	Board Member	Present
Victoria Harris	Board Member	Absent
Nikki Williams	Board Member	Present
Terry Ballantini	Acting Board Chair	Present
John Poling	Board Member	Present

City staff present included Jon Branham, Planner II; Marcus Ricci, Planner III, Alissa Pemberton, Planning Manager; Luke Thomas, Assistant Corporation Counsel; Kelly Pfeifer, Director of Development Services

**Public Comment**

No public comment was provided.

**Consent Agenda**

*Items listed on the Consent Agenda are approved with one motion; Items pulled from the Consent Agenda for discussion are listed and voted on separately.*

There were no items listed on the consent agenda.

**Regular Agenda**

*The following item was presented:*

Item 5.A. V-11-25 - Public hearing, review, and action on a request submitted by Sarah Heatley, for a Variance from § 44-403A of the Zoning Code, to allow a reduced required rear yard setback in the R-1C (Single-Family Residence) District, for the property located at 903 Bunn Street, PIN: 21-09-278-008.

Mr. Branham presented the staff report with a recommendation for denial. He provided a brief history of projects at the property and compliance items. He reviewed the surrounding

zoning and land uses. He described the characteristics of the property and the nature of the variance request, which included a walkway structure which connected the primary residence with an existing detached garage. He noted the work has been completed without a permit. He also reviewed the standards as outlined in the staff report. He indicated Building Safety staff were in attendance if the Board had specific questions.

Acting Board Chair Ballantini opened the public hearing.

**Sarah Heatley (Applicant, 903 Bunn Street)**, provided Applicant's Exhibits 1 (notarized statement) and 2 (brief) and requested Chris Heatley speak on her behalf.

**Chris Heatley (903 Bunn Street)**, provided further background on the project. He outlined reasons for the Variance request which was approved in 2021 and details of the current request. He stated the primary reason for the current request was to provide a covered walkway from the rear of the property to the principal structure. He admitted to starting the work without the proper permits but is now attempting to proceed in the required manner. He noted the nonconforming width of the property and other property characteristics. He stated surrounding neighbors were in support of the project.

**Dave Follick (907 Bunn Street)**, stated his support of the Variance request. He noted the proximity of his property to the Applicant's and noted the improvements the Applicant has made to the property over time.

Board Member Woods inquired about potential uses which could be permitted by right at the former detached garage location now considered part of the primary structure. Mr. Branham stated any use which is identified as permitted in the zoning district could be allowed.

Acting Board Chair Ballantini inquired about Zoning Code and Building Code items. Mr. Branham clarified the main differences between the Zoning Code and the Building Code.

There was further clarification by staff on how the structure is classified in the Zoning Code and that Building Code items would still need to be met.

Acting Chair Ballantini inquired whether there had been previous requests or approvals for a three-foot rear yard setback for a primary structure. Mr. Branham responded there had not been.

Board Member Poling inquired whether a ten-foot separation from existing structures would meet Zoning Code requirements. Mr. Branham stated that it would allow conformance as it could be considered an accessory structure.

Board Member Woods inquired about height and bulk regulations. Mr. Branham stated there was a 35-foot height requirement in the zoning district and that there were no lot coverage requirements, so an increase in overall bulk was possible without requiring future relief from the Code.

Acting Board Chair Ballantini requested staff review the standards. Mr. Branham reviewed the standards as outlined in the staff report.

Acting Board Chair Ballantini closed the public hearing.

The Board further discussed the request and reviewed the standards. Board Member Woods noted the Applicant had made positive improvements to the neighborhood, but the current Variance request could potentially allow for greater impact towards the rear of the property. She stated it was important to consider the impact on the neighborhood and adjacent property owners in the long term.

Acting Board Chair Ballantini agreed with Board Member Woods and stated the current request differed from the 2021 request and that this significantly impacts the rear of the property. He noted his concern for building and fire safety. He appreciated the Applicant efforts for the neighborhood.

**Board Member Poling made a motion, seconded by Board Member Woods, to deny the item as presented.**

**Roll call**

**AYES:** Ballantini; Williams; Poling, Woods

**Motion passed.**

#### **New Business - Election of Chair and Vice-Chair**

Acting Board Chair Ballantini introduced the new Board Members. Board Member Welch and Board Member Woods each provided brief backgrounds.

**Board Member Poling made a motion to elect Acting Board Chair Ballantini as Chair. Acting Board Chair Ballantini accepted the nomination. Board Member Williams seconded the motion.**

**AYES:** Ballantini; Williams; Poling, Woods

**Motion passed (viva voce).**

**Board Member Poling made a motion to postpone the election of Vice-Chair to the next meeting. Board Member Woods seconded the motion.**

**AYES:** Ballantini; Williams; Poling, Woods

**Motion passed (viva voce).**

#### **Adjournment**

**Board Member Poling made a motion, seconded by Board Member Woods, to adjourn the meeting.**

**AYES:** Ballantini; Williams; Poling, Woods

**Motion passed (viva voce).**

The meeting adjourned at 5:01 p.m.

**CITY OF BLOOMINGTON**

*Terry Ballantini*

---

Terry Ballantini, Acting Board Chair

*Jon Branham*

---

Jon Branham, Staff Liaison