

**DELAWARE-MUNCIE METROPOLITAN BOARD OF ZONING APPEALS  
JUNE - 2025 REGULAR MONTHLY MEETING  
REVISED AGENDA**

**DATE:** June 26, 2025

**PLACE:** Commissioners Court Room  
3<sup>rd</sup> Floor, Delaware County  
Building

**TIME:** 6:00 P.M.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

<b>Leslie Mathewson</b>	
<b>Matt Billington</b>	<b>Delaney Fritch</b>
<b>Ellen Brannon</b>	<b>Sue Kaiser</b>
<b>Dustin Clark</b>	<b>Kristi Knapp</b>

**MINUTES:** Consideration of the May, 2025 regular monthly meeting minutes.

**NEW BUSINESS:**

**BZA 23-25 Jurisdiction: Board of Zoning Appeals**

**SPECIAL USE** Being a public hearing on the matter of an application filed by **Huffer Memorial Children Center and Longfellow PreK**, 2000 North Elgin Street, Muncie, Indiana, requesting a child care center special use under the terms of the City of Muncie Comprehensive Zoning Ordinance to allow a childcare center and pre-school in a residence zone on premises located at 2000 North Elgin Street and 1900 East Centennial Avenue (Longfellow Elementary School), Muncie, as more accurately described in the application.

**BZA 28-25 Jurisdiction: Board of Zoning Appeals**

Being a public hearing on the matter of an application filed by **Muncie Mission Ministries, Incorporated and Frank Baldwin**, 1725 South Liberty Street, Muncie, Indiana requesting variances from the terms of the City of Muncie Comprehensive Zoning Ordinance to allow a decreased front setback and for the garage to be greater than the dwelling, all in order to separate an existing house and garage from the church by platting three lots on premises located at 1910 and 1912 South Mock Avenue and on the north side of 14<sup>th</sup> Street east of and adjoining 2110 East 14<sup>th</sup> Street, Muncie, as more accurately described in the application.

**REPORT FROM DIRECTOR:**

**ADJOURNMENT:**

**DELAWARE-MUNCIE METROPOLITAN BOARD OF ZONING APPEALS  
JUNE - 2025 REGULAR MONTHLY MEETING  
MINUTES**

The Delaware-Muncie Metropolitan Board of Zoning Appeals (BZA) held its regular monthly meeting Thursday June 26, 2025, 6:00 P.M., in the Commissioners Court Room, County Building, Delaware County, Indiana. Chairperson Leslie Mathewson called the meeting to order.

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Ms. Swackhmaer called roll and the following members were present: Mr. Billington, Ms. Fritch, Ms. Knapp, and Ms. Mathewson. Absent: Ms. Brannon, Mr. Clark, and Ms. Kaiser. Also present: Mr. Murphy, attorney for the Board.

**NEW BUSINESS:**

**BZA 23-25 Jurisdiction: Board of Zoning Appeals**

**SPECIAL USE** Being a public hearing on the matter of an application filed by **Huffer Memorial Children Center and Longfellow PreK**, 2000 North Elgin Street, Muncie, Indiana, requesting a child care center special use under the terms of the City of Muncie Comprehensive Zoning Ordinance to allow a childcare center and pre-school in a residence zone on premises located at 2000 North Elgin Street and 1900 East Centennial Avenue (Longfellow Elementary School), Muncie, as more accurately described in the application.

Lanette Clark, 423 N. E St., Winchester, Indiana, appeared. She stated that she was the Executive Director at Huffer Memorial Children Center and that they had been in operation since the 1970's serving around 240 kids. She stated that they had added classrooms at Longfellow, and that they needed a special use to continue the current operations serving the community.

Ms. Mathewson stated that there were 2 different buildings and asked about those addresses.

Ms. Clark stated that 2000 N. Elgin Street was the main campus for the ages 6 weeks up to pre-kindergarten and that the 2 additional pre-k classes had been added at the Centennial address with Longfellow Elementary.

Ms. Mathewson asked if other than the 2 classrooms mentioned, this variance was just in order to receive the letter for their state license.

Ms. Clark stated that was correct.

No one appeared in opposition.

Ms. Swackhamer read the favorable recommendation that was issued by the Plan Commission at their June 5, 2025 meeting with a vote of 9-0.

Ms. Fritch made a motion to approve BZA 23-25 the appeal of Huffer Memorial Children's Center and Longfellow Pre-K. Ms. Knapp seconded the motion. Voting in favor: Mr. Billington, Ms. Fritch, Ms. Knapp, and Ms. Mathewson. Voting against: None. Motion carried, BZA 23-25 approved.

#### **BZA 28-25 Jurisdiction: Board of Zoning Appeals**

Being a public hearing on the matter of an application filed by **Muncie Mission Ministries, Incorporated and Frank Baldwin**, 1725 South Liberty Street, Muncie, Indiana requesting variances from the terms of the City of Muncie Comprehensive Zoning Ordinance to allow a decreased front setback and for the garage to be greater than the dwelling, all in order to separate an existing house and garage from the church by platting three lots on premises located at 1910 and 1912 South Mock Avenue and on the north side of 14<sup>th</sup> Street east of and adjoining 2110 East 14<sup>th</sup> Street, Muncie, as more accurately described in the application.

Kathy Vannice, Ashton Land Surveyor, 325, W. Washington St., Muncie, Indiana, appeared to represent the applicant. She stated that the Muncie Mission had purchased an existing church and that on the northwest side there was a house and a garage on the south east side. She stated that the goal was to divide the property so that the garage parcel could be transferred to Cameron Bell, the neighbor. She stated that there was an old map showing lots that become vacated in 1913 but that the lines had never been removed from the records. She stated that they did intend to plat the spilt for the church and the parsonage area.

Cameron Bell, 2110 E. 14<sup>th</sup> St., Muncie, Indiana, appeared. He stated that he had lived there for 18 years and that he thought the garage was his thinking he was paying taxes on the house and garage. He stated that they had been working on this and hoped that the Board would vote in favor so that they can make it all legal.

No one appeared in opposition.

Ms. Fritch made a motion to approve BZA 28-25 the appeal of Muncie Mission Ministries Inc., and Frank Baldwin with the hardship as stated in the application. Ms. Knapp seconded the motion. Voting in favor: Mr. Billington, Ms. Fritch, Ms. Knapp, and Ms. Mathewson. Voting against: None. Motion carried, BZA 28-25 approved.

#### **REPORT FROM DIRECTOR:**

Ms. Swackhamer stated that she had provided the Board with her monthly report regarding the number of permits, variances, rezonings and plats for year to date. She stated that on the MPO side of the office that the UPWP had been approved which

allocates the money in order to receive reimbursements and that the DMTIP was still under review by Federal Highway. She stated that the SS4A Grant was still moving along and that Matthew Nichols and Jacob Thomas who were working on that document had been to fairs in other counties and were holding public input meetings for feedback. She stated that the Westside Skate Park had their ribbon cutting ceremony recently and that they had several events coming up. She stated that staff had been working on a pond ordinance and that the rough draft would be reviewed at the committees next meeting. She stated that the ADA Transition Plan which covered 8 of the county owned buildings was being updated and that American Structurepoint was the consultant working on that.

Mr. Murphy stated that he would hopefully have the draft of the rules of procedure for the next meeting and that the Board should then consider conducting a special meeting to review those updates and determine how to be more efficient when conducting business.

**ADJOURNMENT:**

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Leslie Mathewson, Chairperson

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Kylene Swackhamer, Secretary